# Supplementary Committee Agenda



# Safer, Cleaner, Greener Scrutiny Standing Panel Thursday, 7th April, 2011

Place: Committee Room 1, Civic Offices, High Street, Epping

**Time:** 7.30 pm

**Committee Secretary:** Adrian Hendry, Office of the Chief Executive

email: ahendry@eppingforestdc.gov.uk Tel: 01992 564246

7.a Minutes from the Green Corporate Working Party and the Green Infrastructure Working Group (Pages 3 - 18)

(Director of Planning and Economic Development) Attached are the minutes from the Green Corporate Working Party (GCWP) and the Green Infrastructure Working Group (GIWG) for the Panel's information:

GCWP Minutes for 17 August 2010; 1<sup>st</sup> October 2010; 21 December 2010 and 3<sup>rd</sup> February 2011.

GIWG Minutes for 30 July 2010 and 1st December 2010.



**DATE:** August 17 2010

**TIME:** 2.30pm

**VENUE:** The Conference Room, Civic Offices

Chair: Sarah Creitzman (SC)

Attending: Mike Tipping (MT), Mike Warr (MW), Dawn Jolley (DJ), Ann Kossick (AK), Cllr Penny Smith (PS) Tom Carne (TC), Chris Overend (CO), Kassandra

Polyzoides (KP)

Minutes: Elizabeth M Thomas (EMT)

Apologies for absence	Action
Lewis McGann (LMG), Ian White (IGW), John de Wilton Preston (JP), Brian	
Bassington (BB), Jim Nolan (JN),	
Noted that Paul Hewitt, Countrycare Manager, has left to take up a position with the	
National Trust.	
Matters arising from last meeting	
Minutes agreed	
KloE 3.1 Use of Natural Resources	
KloE 3.1 : EFDC has attained Level 2. Audit Commission is being abolished	
– more at a later date.	
Climate Change Strategy	
CCS: SC to get a focus group together before next GCWP meeting.	
<ul> <li>Terms of Reference: SC has been studying these. Recommendation to</li> </ul>	
revamp them as they were very specific in the early days. Key aims – to	
rewrite the climate strategy and monitor and update it.	
Comments:	
MT: if the strategy is right, so will the projects that spin off it.	
KP: asked for strategy to be recirculated with minutes, to help review it. Also we	JP SC
must be sure that it is up to date with new legislation. JP & SC to discuss.  Acknowledged that fulfilling statutory obligations and crystallising what we as a	3F 3C
council want to achieve are initial objectives.	
The plan will encompass carbon reduction as well as climate change.	
MT: Members will ultimately decide strategies.	
SC: Open to suggestions of what we need to strive towards our goals.	
KP: We could do benchmarking with other councils to ascertain progress.	
SC: Compiling a benchmark list and this will be circulated.	SC
TC: Suggested we include what we want to encourage the wider community to do in	
the terms of reference –consult members and senior managers on this.	
MT: Let's promote Green Days as Lisa used to do, and give talks to as many local	
groups as possible to spread the word.	
KP: Let's flag up what we have achieved and things people can do: with incentives.	
TC: We can make more of grants and benefits for green-friendly activity too.	
SC: We should also involve Waste & Recycling department in this.	

MT: Schools too: Essex County Council have a School Awareness green scheme, it's really popular and it introduces kids to the issues at a young age. We could do something that would link to the National Curriculum.

MW: Maybe we shouldn't try to be too specific: just say we welcome discussion and action on all green issues.

TC: Audit Commission is to be disbanded: let's see what kind of targets their replacement has. Local targets set by ourselves might go well with the Government.

CO: Definitely we should be more outward-looking in the community, not just reacting to what central Government says.

TC: Look at local issues – water usage, traffic, low rainfall – for a localist approach.

KP: Local Enterprise Partnerships might help us- see what their procedures are.

#### **Travel Plans: Update**

Covered since introduction in September 2009:

- Staff car parking policy
- Cycle racks
- Showers
- Home working
- Business travel plans
- More public transport for staff concessions.

Car park arrangements will be finalised when the last accommodation changes take place (Oct-Nov 2010).

- On-site parking for essential/ designated users will still exist
- Car sharers, cyclists, bikers will have priority parking
- All staff living in Epping (within 20 minutes of Civic Offices) will not be eligible for a parking stall
- Reserved parking spaces will be abolished
- Blue Badge Holder spaces will be kept
- Hemnall Street Staff will be accommodated for
- Parking stall waiting list to be abolished

#### Comments

MT: We can't accommodate all staff – e have more officers than spaces! So a policy was worked out around all those who need a car to do their job.

PS: It will take some time to bed in, as it's such a car-based culture.

TC: Existing staff will retain existing rights and new staff won't expect anything more.

CO: Funds for the cycling facilities and showers will come from the O2 staff welfare fund. Works are approved and will tie in with the staff rec room revamp. The travel plan will be reported on an ongoing basis.

PS: Cycle pumps will be introduced too outside the Civic Offices, if we get a mayor.

# Green Fleet Review SC: I'm meeting Paul Spencer: there is funding for 50 greener driving lessons for staff who need them (ie those who clock up the most business miles). PS: It should be first come first served, the course is excellent and demand should be high. SC: I will raise awareness and look for volunteers. MT: All the fleet drivers should do the course. DJ: If they do, that fact could be keyed into the carbon strategy as a requirement. Renewable training for planning officers

More next time.

## Renewable energy & feed-in tariff

- SC has information sheets for this.
- Councils could get involved in feed-in tariffs for renewable energy
- Carbon Action Network (CAN) has studied this issue; SC liaised with them.
- CAN could give a presentation next time and pool ideas and opinions.
- CAN do NI187 surveys, so this would be very beneficial to us.

#### Comments:

MT: We could aim for a feed-in scheme this time next year and prepare the budgeting now. There is plenty of study to do – we should see who it could apply to in the wider area.

AK: This could bEpackaged for our housing stock, depending on the refurbishments. DJ: People wouldn't lose the energy they make, they would just feed it into the Grid.

#### Any other business

None

#### Date of next meeting

Next meeting scheduled for September 28 2010, at 2.30pm in Conference Room.

This page is intentionally left blank

**DATE:** October 1 2010

**TIME:** 2.30pm

**VENUE:** Committee Room 1, Civic Offices

Chair: John de Wilton Preston (JP)

Attending: Ian White (IGW), Sarah Creitzman (SC), Mike Tipping (MT), Mike Warr (MW), Dawn Jolley (DJ), Cllr Penny Smith (PS), Kassandra Polyzoides (KP), Minutes: Elizabeth M Thomas (EMT) Dominique Pharoah (DP)

Welcome to: Bruce Pittingale of Carbon Special Reserve, giving a presentation today on Feed-In Tariffs (notes attached)

#### Apologies for absence

Lewis McGann (LMG), Brian Bassington (BB), Jim Nolan (JN), Tom Carne (TC), Ann Kossick (AK), Chris Overend (CO)

#### Matters arising from last meeting

Action

- Minutes agreed.
- Climate Change Strategy to be recirculated.
- SC & JP have discussed the sub-group that will take the strategy forward.
- Sub-group will consist of 4 people: SC, TC, MW, DJ
- A benchmarking list of other councils is available.

## **Climate Change Strategy**

Sub-group to meet on November 2<sup>nd</sup>.

Subgroup

#### **Green Champions**

• Discussed what Green Champions (GCs) can do: SC has resources to hand.

Subgroup

- Samples of posters and stickers circulated.
- Sharon Lekha has suggested teaching GCs about smart print & paper techniques.
- GCs to be picked from all Directorates.
- JP to discuss Green issues & GCs with other Directors & Management Board.
- KloE indicates that we should have GCs.

#### Comments:

- KP: GCs should be linked to Climate Change & Carbon Reduction strategies.
- JP: I'll take our soundings to Management Board in 4 weeks time.
- DJ: The sub-group could give Management Board a list of priorities and they can feed back on the ones they need us to action first.
- MT: Good idea, working from the bottom up often helps! The 5 year plan for maintenance was primarily about finance but it had a knock-on effect for the environment. The sub-group and Green CWP must get through normal Council processes especially if finance is involved, including Scrutiny.
- DJ: can the sub group please have policies generated by other authorities, to study so we can discuss options.
- JP: As a Council we are thinking greener and are more conscious of carbon, efficiency etc than 10 years ago.
- DJ: materials and practices are geared to be more efficient now any way.
- IW: Sustainability is more commonplace, the WWF recently did a freedom of information request regarding sustainable sources of wood in the offices.

- KP: We do lots of small things too, like using our own cups at vending machines.
- PS: Strategies should be seen by businesses and households across the district, and then they'll educate people.
- IW: Directorates appointing GCs will make this corporate.
- KP: Each directorate should appoint before we do the strategies, so they can be a part of the processes.
- MW: Can people nominate themselves?
- DJ: We should start aspects of the strategy small.

#### **Presentation: Feed-In Tariffs**

By Bruce Pittingale

#### **Green Fleet Review update**

• E-mail has been circulated by SC re driving training – 22 responses received. **SC** The course will run over 2 days in December 2010 to be arranged by SC.

#### Renewable training for planning officers

- Progress being made with essential car users, and we are looking at various training issues.
- Anglia Ruskin University has been working on this over the last 3 years, recent topics being renewability and green working issues.
- EPOA are running some free courses soon, information has been circulated and can be redistributed to GCWP, please see Sarah King in Planning.

#### Any other business

- 10/10/10/: are we doing anything to mark this? 10:10 campaign for Carbon Reduction, we could choose a single effective action for this. Suggested sweep of monitors/ PCs to make sure they are switched off.
- It would be a good day to launch GCs, but the scheme is not ready yet.
- Agreed to see 10/10 website for information.
- Need to see how to take feed-in tariffs forward to EFDC decision-makers.
- Weigh up what Carbon Special Reserve offers, SC budget, and the 5-year plan and budget for improving facilities at Civic Offices.
- IW: we should investigate the potential of PV (solar cells?) on buildings and present that to Members.
- DJ: start with our own building first to show the public we're committed and how it works – before rolling out. What other sites can we use?
- MT: Langston Road Depot will have internal relocation, so we could build renewable energy into that.
- PS: I'd prefer to see all the costs and figures first before doing anything, plus the first 5 years are the most expensive: having said that Carbon Special Reserve has a portfolio of good clients.
- DJ: we could approach an authority that has already embarked on it.
- Agreed to study what we have heard today and produce reports and to include findings in forthcoming drafts of the strategy.

#### Date of next meeting

Next meeting scheduled for November 9 2010, at 2.30pm in Conference Room.

Page 8

DATE: December 21 2010

TIME: 2.30pm VENUE: Conference Room, Civic Offices

Chair: John de Wilton Preston (JP)

Attending: Tom Carne(TC), Sarah Creitzman (SC), Mike Tipping (MT), Janet

Twin (JT), Mike Warr (MW), Gary Woodhall (GW)

**Minutes: Dominique Pharoah (DP)** 

Apolo	gies for absence	Action
Lewis Smith	McGann (LMG), Brian Bassington (BB), Jim Nolan (JN), Penny (PS)	
Matter	s arising from last meeting	
•	Minutes agreed.	
•	Climate Change Strategy Sub Group met on 2 November.  SC arranged Smarter Driving; including JP. Suggested others on the	
	Group should also take part, so that they can take the lead	
Clima	te Change Strategy	
•	Sub-group. Future of various National Indicators is unclear.	Sub-group continuing to work.
Green	Champions	
•	Management Board had discussed what Green Champions (GCs) can do: in essence it is those on the GCWP who are now the Champions.	Sub-group to discuss
Porter	<u>s</u>	
•	The various members of the Party had a substantial discussion about some of the information which had been gleaned from the Environment Agency's website concerning the amounts being recycled by Porters, the degree to which compacted material could then be split into different	
•	types of recyclables, and the PR considerations.  MT was still trying to secure a visit to Porters at Waltham Cross, and it was agreed that a sub group actually seeing and photographing what happened would be very helpful.	MT
Green	Fleet Review update	
•	The Smarter Driving training course had successfully run over 2 days in December 2010 and a filmed example of the training had been created. There were clearly far more staff who would benefit from the training.	SC
Renev	vable training for planning officers	
•	EPOA/ Anglia Ruskin University are running some free courses soon, information has been circulated and can be redistributed to GCWP, but one needs to register with Sarah King in Planning.	sĸ
Any o	ther business	
•	Councillors were due to consider budgets, and cuts, but also reports concerning the Feed in Tariff, the work plan for Facilities Management	

and the Area based Climate Change grant shortly.	
Date of next meeting	
Next meeting scheduled for February3 2011, at 2.30pm in the Conference	
Room.	

**DATE:** 3<sup>rd</sup> February 2011

**TIME:** 2.30pm

**VENUE:** Committee Room 2, Civic Offices

Chair: Sarah Creitzman (SC)

Attending: Janet Twinn (JT), Tom Carne (TC), Ann Kossick (AK), Dominique

Action

SC

Pharoah (DP), Gary Woodhall (GW), Cllr Penny Smith (PS), Ian White (IW)

#### **Apologies**

#### Matters arising from last meeting

Porters update – Mike Tipping has managed to get in touch with Porters and they have given permission for 6 people to attend a tour of the Waltham Cross site. Ian Almond, Mike Tipping, Cllr Penny Smith, Tom Carne, Sarah Creitzman and Kassandra Polyzoides will be taking the spaces, with a possible further visit being arranged for others that want to go. SC to put forward possible dates to Mike Tipping. Members asked if 3<sup>rd</sup> week of Feb could be avoided and the issue of whether a camera can be used at the site was raised. This will need to be checked with MT

#### Agenda

#### **Green Champions**

Members were happy to take on the responsibility of Green Champions. AK and GW took some posters and stickers to put up in their rooms. It was agreed that all would monitor the equipment in their sections to ensure it was not being left on standby, also that double sided printing was carried out wherever possible.

#### **Climate Change Strategy**

Still awaiting steer from government on the direction of the new indicator set. So far a new way of displaying Council energy data is being consulted on by DECC. When more is known, SC will continue work on the new Climate Change Strategy.

#### **Renewable Training for Planning Officers**

No interest in the courses, except for SC and maybe AK. SC will circulate amongst the Planners in DC again, just in case any of them change their minds.

#### **Environmental Training for Staff and Councillors**

Cardinus training available on free evaluation basis, which allows 5% of workforce to take the training for free, provided that they agree to evaluate the course afterwards by email. Suggestions made for who should take the training were: All GCWP, Facilities Management, Janet Twin's staff, TC also mentioned Tony O'Connor and Jackie Close. SC to forward email addresses of those taking part to Cardinus.

#### Date of next meeting

Next meeting scheduled for 29<sup>th</sup> March 2011 at 2.30pm in Committee Room 2.

This page is intentionally left blank

#### **Management of Green Infrastructure Working Group**

Minutes of the meeting held on 30<sup>th</sup> July 2010 in Training Room at Hemnall Street

Present: Laura MacNeill Jo Ellis Phil Hawkins George Haley Chris Neilan

Paul Hewitt

Absent:

Copy to: John Preston, Planning - for information Abigail Oldham

 Apologies for Absence – Ben Meuli K Durrani S Stranders (Melinda Barham & Robin Hellier to attend alternate, Abigail Oldham will attend for Countrycare)

#### 2. Minutes of Last Meeting

Minutes of last meeting, held 3<sup>rd</sup> March 2010, were read and agreed.

#### 3. Matters Arising

#### 3.1 Use of Natural Resources

PH reported auditors had said little of evidence of what we said. Management of open spaces and nature reserves came out good though. PH felt it would still need to be all completed (won't go away) but any future information required needs evidence.

#### 3.2 Bobbingworth Tip

Shared tractor didn't happen, now not enough money as needed for remedial work. Twice a year cut – PHaw asked to quote but equipment not big enough. Contractor has done it now but wasn't much to cut. As PHew going it may fall on CN and AO to advise KD. AO/Nicola will liaise with volunteers, managing it will be SS (350 per hectre x 6 or 7).

CN/AO

#### 3.3 Lindersfield

Fence is ours, so we should repair (which has been done). Featherboarding – keep stock.

GH/PH

#### 3.4 Theydon Grove Pond

PH got AGA report, report circulating desilting etc - £28,000 – no go on this. SS sent out a further report telling us to be careful what we do. Need to know what this is for – no money – land drainage will need to monitor for the future, PHaw has put up warning signs around pond. Meeting with drainage (include CN), LM to discuss further. Tree work done by TF in conjunction with RH (PHaw says thanks for that). Poplars (we reduced one) may need looking at.

#### 3.5 Longfields

Was discussed at Drainage Meeting, BM will be monitoring.

#### 3.6 Centric Parade

Trees now in, being watered, four planted (Ginko) looking good.

#### 3.7 Chigwell Row Pipe

Pipe went in, so hopefully will now be ok.

#### 3.8 Broadway TCE

GH had given details (one tree snapped) removed. Lee is aware of dead ones.

#### 3.9 TPO's

Pro printer layer – Rob to speak to Chris N.

JE/RP

#### 3.10 Buckhurst Hill - Tree Wardens Arboretum

Tom F to ring him (Tree Warden) as they want to be introduced, we have got some planned works down there. GH will speak to Tom. Job spec to give to them so know what to do. Possibly move boundary line to include area just outside the arboretum. Re draw line on agt.

Page 13

GH/TF

#### 3.11 Commuted Sum

Discussion concerns as to what happens when funding runs out – budget implications.

#### 3.12 High Street Epping

Spoke to TB at Highways meeting and he was happy re tree pruning. CN looking at pleaching – TB was concerned about funding pleaching ongoing maintenance? CN felt it would cost less as less maintenance – CN has paid for initial pleaching from his fund. Dispute is what work was done this was done on word of mouth, quoted works on verbal. If we redo, where is funding coming from? £800-£1200 (London Plane) (Highways meeting 9<sup>th</sup> September). Discuss with Highways before meeting (work needs to be done on a Sunday). Need a spec and photos indicating what needs to be done. CN will do spec (Chris can be available on the day if needed), agreed that they thought that future maintenance would be cheaper. Would need doing every 2/3 years?? Idea to keep off properties, would need to be quoted works each time (may not then need to do them on a Sunday).

PH/GH

**GH/CN** 

#### 3.13 Section 106 Ongar

LM just monitoring.

LM

#### 3.14 Green Corporate Working Party Minutes

Noted

# 4. Drainage Chigwell Row Rec

Step the ditch? in future and agreed programme.

#### 5. Biodiversity Action Plan

PH has produced plan (attachment – PH will send JE PDF) – attachment not received check with AO.

AO

#### 6. Tree Policy Document

Went to safer, greener, cleaner. Need to add Veteran Tree Project. Felt not so many printed copies would be needed (as it's on website), draft document to go back to panel. Need to be written up by November/December – people to write up their bits (LM had sent out on 18/6 to all). CN will liase with Abbie Oldham, policy from planning – put in a link to other planning. Come back to LM re if can meet November deadline.

ALL

#### 7. Open Space and LNR's

PH to send through list of spend to JE (then can OK and do journal). Grange Farm gone quiet from our point of view. Management Grange Fund Trust. The building being constructed at moment. EWT not sure if they will be based there. CN involved from planning aspect.

PHew/JE

#### 8. Chigwell Row Wood

Motorbikes; smashing down fences, gates. Meeting needs to be held with Countrycare and Tom or Phil. Michael Richardson to try to discuss action.

PHew/PHaw

#### 9. Roding Valley

#### 9.1 Lake

Funding from E.A. £20k may get further £10k – installation of 2 reed beds to filter the run off from the houses/pipes. Bank reinstatement have used reed beds so looks more natural. Got predator netting to stop geese eating it. E.A. gave some fish, good small fish. Further scheme PH drawing up to be submitted to E.A. Letters gave out to various clubs to see if anyone is interested to run fishing club.

PHew

#### 9.2 BHPC Agt

Options 1) We take it back, 2) Take it back and get funding or 3) Do nothing (not really option). Cllrs meeting with BHPC: Cllrs – awaiting outcome – can't do emergency works as didn't agree to give us money.

#### 9.3 Nature Reserve and Essex W Trust

On final draft (taken 4 years) waiting for final comments from Grange Farm Centre Trust. P/hew thanked LM for her help. Problems with professional dog walkers – re dog faeces.

#### 10. Section 106 Agts

Revamp of section 106 affects projects report LM had sent to J Preston, LM to resend and copy CN in.

LM

#### 11. Tree Warden Scheme

PHew thanked TF for going to meetings. Tree Wardens appreciate him being there.

#### 12. Any Other Business

#### 12.1 Roughtalleys wood and TPO

Properties at r/o Pike Way – Management Plan, Abbie to send it to CN – single application include in the management plan – then got OK for 5 years. Abbie to liaise with CN and also send plan to GH. CN reported he goes to corporate groups (he reps planning).

AO

#### 12.2 Green Infrastructure Steering Group for Harlow Area

(Has statutory groups with Natural England) focus on North of Harlow – project group for the Stort Valley – open space funding/tow path etc. Working group for Epping Forest District (but north of EFDC) may be opportunities to pull in funding projects (AO) to go? Rep from us – needs terms of reference – funding will be more difficult to get. CN can circulate details of next Steering Group, Oct and Working Group in Sept.

AO/CN

#### 12.3 Green Arc Steering Group - Natural England

May become more practical, possibility to pull money in for district – corporately. CN could circulate minutes, If PHaw wanted to come along (next meeting at Middleton House, Lea Valley). Essex Wildlife Trust – analysing parts of Essex/Living Landscape). EWT don't sit on Green Arc Group.

CN

#### 12.4 Countrycare

Who to liaise with when Phew goes – anything we should know so it gets picked up? Charity report Phew to send us. Lead Officer will be Abbie Oldham. PHew to list areas of work for our info. PHaw to do the same.

PHew/AO/ PHaw

#### 12.5 External funding bids

PHew does. Volunteers – work they do (money they saved).

The group appreciated Paul's help and all the work etc over the years, wish PH well in his new post.

#### 13. Date of Next Meeting

Wednesday 24<sup>th</sup> November at 10.00am

This page is intentionally left blank

#### **Management of Green Infrastructure Working Group**

Minutes of the meeting held on 01st December 2010 in Training Room at Hemnall Street

Present: Laura MacNeill Jo Ellis Chris Neilan Abigail Oldham

Phil Hawkins

John Preston, Planning - for information Copy to:

(discussion of whether we are working group – LM to query)

1. **Apologies for Absence** – George Haley Sue Stranders Ben Meuli Melinda Barham Robin Hellier 2. Minutes of Last Meeting

Minutes of last meeting, held 30th July 2010.

3. **Matters Arising** 

#### 3.1 **Bobbingworth Tip**

Now on hold tractor not being bought. Maintenance is with Veolia 7 yr further agt? Under discussion re some sort of mower AO reported.

Lindersfield - completed.

3.2 **TPO Maps** – Rob – Darius Varee (JE to spk to RP) (More TPO's than when ECC had them).

JE

#### 3.3 **B/Hill Tree Wardens Arboretum**

Confusion as to arboretum boundary, this still needs to be dealt with but will await as to see what BHPC decide then redraw, the boundary line.

PH/LM

#### 3.4 **High Street, Epping**

Chris is to do spec and liaise with George for trees.

CN/GH

- 3.5 Open Space/woodland – spend done.
- Chiqwell Row Wood gates were reinstalled and problems had guietened down now. 3.6
- 3.7 Roughtalleys Wood – properties Pike Way – believe its subsidence claim as GH met with insurance person. Wood has been covered by TPO. AO to forward to PH/JE copy of updated Management Plan (believe we need to have the subsidence/insurance issue to be fed in to the Plan). Application over next 5 years is going to sub planning tonight GH needs to liaise with CN/AO. Most of work will be done by volunteers or if any other contractors area. Used money already journalled to CC.

GH/CN/AO

3.8 Harlow Area Green Infrastructure Steering GP - CN to send copies of areas to PH and LM.

CN

3.9 **Green Arc Steering GP** – not sure of how this will continue. Will be another meeting soon. CN will get LM added to mins circulation.

CN

- 4. **Drainage Issues** – none at present – Bradwell Road are done (drainage paid for this).
- Biodiversity Action Plan BDAP Steering Group AO attend this LM queried which group 5. doesthis feed into? Could discuss issues here, then attach to our mins and go to the Green GP. (Also a website) document expires (June 11).
- 6. **Tree Policy Document** – did go to committee want it leaning more to safer greener cleaner. What do we want the doc to be? Members wanted it expanded. Local Planning – CN advised that planning are doing revised development framework, the tree doc could be the basis of this. Inc open space and street and LNRS trees.

CN

Could pull money from Planning. Trees in headline of doc – so for local plan CN to look at. CN volunteered to write the strategy for local plan to include the tree doc. (wasn't sure had all the evidence need a strength weakness analysis). Audits of 2009 re open space done by Page 17

CN

Lewin McGann.

East Herts have offered to provide base data (nominal fee 2000). It was agreed that we probably have this on our own records.

Timescale – intending to start but would need to set a proper timetable.

#### 7. Open Space and LNR's Update

Theydon Grove – another meeting was needed we won't get any money unless its danger. SS/LS involved. Meeting is for 9<sup>th</sup> December to decide next course of action. Did some work on site with budget we've got.

Ongar Campus O/Space - Section 106 the storm cell was put in by dev. EFDC are not prepared to take over land until Thames Water take over responsibility for the storm cell. 11-11 Legal spoke to Taylor Wimpey, he said he felt it would be adopted by Thames Water. Planning needs to ensure work done (once TW have taken on the STC) CN would meet on site with the dev and someone from Phil's side.

**Chigwell Row Wood** – work being done as result of survey (Jim Curry doing work). Norton Heath – Andy Vaughan said it had been designated as Nature Res – not done. Local Wildlife site this needs management plan written. Parish Council liaison. The boundary issues have been looked at. Tim Gardiner has done the previous survey. Abigail would like him to do a further plan to satisfy the requirements 5 year plan. AO is to advise LM/JE re change in the proposed spend sheet for Countrycare from the £5K to JE. Homemead - Englands Lane - AO has this on inspection. Fence at back (check legal plan and send to AO). Also AO to liaise with GH.

Open Space Society - They are creating new designation similar to SSI's -they are launching a campaign. CN will find out and forward on info.

Roding Valley Update - Lake - Reed beds/storm drains the 2 reed beds filter, so they help storm drains. Now installed had funding from EA. Fishing platform also in so we trying to get an angling club on board. EA gave a list of 36 and PH wrote to these but only got 1 back saying he is interested but most want something a bit more closed off. PH thinks the angling club is now backing off. So still trying to come up with solution.

BHPC – Meeting PHPC Members/one of our members and J Gilbert – re future. The only maint being done is grass cutting funded by BHPC.

Grange Farm - management agt verbally agreed still need the boundaries sorted out (RP dealing with legal). Grange Farm (top area) - left hand side pavilion and playing fields under legal agt – developers money Section 106. Pavilion nearly completed playing fields not quite to standard (now under planning process). Below the house the big o/space is a wet area (flood relief) areas scrub, areas of trees these will go to Grange Farm. Trust or EWT. Road from roundabout also needs to be upgraded but may be a lot later as the lorries would cause damage. EWT still liaise with CC via AO.

Section 106 Agreements - from budget there will be a point of time when some of the money will disappear as the 10 year period will expire. (Commuted sums). Perhaps planning could put in LDF for 25 years?

10. **Tree Warden Scheme** – AGM held a couple weeks ago. Discussed hedgerow surveys, guided walks and visits to tree nurseries. Loughton: There is a small amount of money for tree strategy for Loughton. Patricia Moxey doing this spk to Phil. Will be public consultation brief. AO to forward copies of tree warden mins of meeting, to group.

#### 11.

Dog Walkers (Professional) - EWT were going to put up notices regarding controlling dogs. Blunts Farm – reshaping of land completed holes filled in and piles spread. Footpaths should be usable what is outstanding is what it's going to be used for. They have come up with scheme at top end (car parking) planning application.

(Dev Control Protect Trees Misc Legislation / High Hedges etc) put an agenda under planning items).

Future of Countrycare – The job des. is being evaluated and adverts out in January (CCM and CCA and trainee (asst) (funded)).

**Budgets** – Need breakdown for next years money AO will do.

Next Meeting: 10:00 June 2<sup>nd</sup> 10:00 November 29<sup>th</sup> CN/PH

AO

JE/AO

CN

PH/LM

RP

CN

PH

AO

AO