
COUNCIL

BULLETIN

Issue Number 09/2019
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Compiled, designed and produced by
Customer Services Directorate - Governance

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Epping Forest District Council
www.eppingforestdc.gov.uk



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	HH	Homefield House
TBC	To be confirmed	ESC	Epping Sports Centre

Other venues are shown in full.

Week One: 11 March 2019 – 17 March 2019

Monday 11 March	7.30pm	Local Councils' Liaison Committee		CC
Tuesday 12 March	7.00pm	Communities Select Committee – Cancelled Joint Meeting of Overview & Scrutiny Chairmen & Vice-Chairmen		CR1
Wednesday 13 March		Area Planning Sub-Committee West - Cancelled		
Thursday 14 March				
Friday 15 March				
Saturday 16 March				
Sunday 17 March				

Week Two: 18 March 2019 – 24 March 2019

Monday 18 March	10.00am	Licensing Sub-Committee Extraordinary Council - Cancelled		CC
Tuesday 19 March	7.30pm	Neighbourhoods Select Committee		CC
Wednesday 20 March	5.00pm 6.30pm 7.30pm	Epping Forest Local Highways Panel Briefing – Area Plans Sub-Committee South Area Planning Sub-Committee South		CR2 CR1 CC
Thursday 21 March	7.00pm	Finance and Performance Management Cabinet Committee		CC
Friday 22 March				
Saturday 23 March				
Sunday 24 March				

Week Three: 25 March 2019 – 31 March 2019

Monday 25 March	7.30pm	Audit and Governance		CC
Tuesday 26 March	7.00pm	Governance Select Committee		CC
Wednesday 27 March	7.00pm	District Development Management Committee		CC
Thursday 28 March	7.30pm	Constitution Working Group		CC
Friday 29 March				
Saturday 30 March				
Sunday 31 March				

Week Four: 1 April 2019 – 7 April 2019

Monday 1 April				
Tuesday 2 April	10.00am 7.30pm	Licensing Sub-Committee Resources Select Committee		CC CR1
Wednesday 3 April	6.30pm 7.30pm	Briefing – Area Plans Sub-Committee East Area Planning Sub-Committee East		CR1 CC
Thursday 4 April				
Friday 5 April				
Saturday 6 April				
Sunday 7 April				

PART B - GENERAL INFORMATION

1. COUNCIL - 18 MARCH 2019

With the agreement of the Chairman, the extraordinary meeting of the Council due to have been held on 18 March 2019 has been cancelled.

(Further information: Steve Tautz ext 4180)

2. DISTRICT LINES (Pages 15 - 34)

Please see attached.

3. HIGHWAYS HIGHLIGHTS (Pages 35 - 38)

Please see attached.

4. COMMITTEE MANAGEMENT SYSTEM

Essential maintenance will be undertaken to the committee management system on 2 and 3 April 2009. Such maintenance will be undertaken outside normal working hours and is not expected to result in any loss of service to the Council's intranet and website.

(Further information: Steve Tautz Ext 4180)

5. AREA PLANS SUB-COMMITTEE WEST - 13 MARCH 2019 - CANCELLED

Please note with agreement from the Chairman, due to lack of business, the next meeting of the Area Plans Sub-Committee West on the 13 March 2019 has been cancelled.

(Further information Jackie Leither ext 4756)

6. HOUSING DEVELOPMENT & HOMELESS ACCOMMODATION - GIS MAP OF THE DISTRICT

A map has been produced to show us exactly where we currently have housing development sites and homeless accommodation in the District. This will really help us when identifying future potential locations for further accommodation such as the 'homeless pods' which have just arrived at Norway House.

Hard copy versions of the maps will be displayed in the Members Lounge for a two week period starting Monday 11th March. You can also access the map via the following link;

<http://efdc.maps.arcgis.com/apps/webappviewer/index.html?id=b5cca4387b7d4a49a33e9dd836bd2502>

The information shown on the map is broken down as follows:

- Housing development sites (existing, current on site and future sites)
- Homeless development sites (existing and current on site ie. the new pods which are due for handover 15 March)
- Young Single homeless accommodation

For the online version, if you click on the relevant 'dot' on the map, then click the forward arrow it will show you a summary of the accommodation available at that location.

(Further information: Susan Lewis Ext: 4508)

7. EPPING UPLAND PARISH COUNCIL

Please note that Epping Upland Parish Council has a revised contact details;

Postal address - PO Box 12682 EPPING CM16 9FF

Email address - eppinguplandpc@gmail.com

8. PRE-ELECTION PURDAH 25 MARCH 2019

Guidelines and restrictions on decision making and publicity during the pre-election period

The following guidance is based on information prepared by the Local Government Association and updated for 2019. The restrictions apply largely to the Council and do not affect other campaign rules for candidates during elections. You can still issue your own publicity and talk directly with the media. However, what we (candidates and the Council) cannot do is use the resources of the Council to promote the profile of any candidate or party either directly or indirectly during the election period.

The local elections are due to take place on Thursday 2 May 2019. The associated restrictions on publicity during the pre-election period start on Monday 25 March 2019. These restrictions apply to all elections happening during this period.

From the start of the pre-election period ('Purdah'), the Council must comply with restrictions outlined in Section 2 of the Local Government Act 1986. In addition a Code of Recommended Practice on Local Authority Publicity published in 2011 makes clear that particular care should be taken in periods of heightened sensitivity, such as in the run up to an election. The Act defines publicity as "any communication, in whatever form, addressed to the public at large or to a section of the public."

Generally, the Act says that the Council should "not publish any material which, in whole, or in part, appears to be designed to affect public support for a political party." The Code of Practice recommends that authorities should generally not issue any publicity which seeks to influence voters and that publicity relating to individuals involved directly in the election should not be published unless expressly authorised by statute.

Decision making

In relation to decision making within the Council, the position remains that it is 'business as usual' unless there are very good reasons why this should not be the case. In the vast majority of cases, the pre-election period will have no impact on normal council business, including the approval of planning decisions.

What this means

- The primary restriction is on proactive publicity by the Council which particularly relates to candidates and other politicians involved directly in the election.
- The Council can still issue media releases on factual matters provided that these do not identify individual councillors or groups of councillors.
- Councillors are still free to respond to enquiries received from the media in a personal capacity.
- Individual councillors can issue their own statements, write letters to the local newspaper(s) for publication, contact the media directly or say what they like in a personal capacity, but must not use council resources to do so.

It is still possible for the Council to issue statements on behalf of a councillor holding a key political or civic position provided it relates to important events which are outside the Council's control and can be shown to justify a member response. These occasions are likely to be rare and to be the exception, rather than the rule.

Imprint

Councillors will also be familiar with another element of electoral campaign law – the use of the Imprint on campaign material. This is a long-standing practice whereby campaign material is clearly labelled as such with information about the promoter, candidate and the printer. However, the rise in the use of online and social media in recent years has led to some inadvertent breaches of this law.

The Electoral Commission has published some helpful guidance on the requirement for Imprints on all campaign material. In particular it says in relation to online media;

“As good practice, we recommend that you should put an imprint on electronic material, such as websites and emails. The imprint should include the name and address of the promoter and the organisation on whose behalf it has been produced.

You should include an imprint unless the size or format of the election material would mean that the imprint is not legible.

Where it is impractical to place the full imprint on the election material you should consider how to provide some other means for the material to be associated with you.

Any posters that are available for download from a website should carry the full imprint.

Crowdfunding

If you are using a crowdfunding website, you should ensure that it is clear on the web page who the money is being donated to. We recommend that you should put an imprint on the web page. You can find out more information on our [crowdfunding factsheet](#).

Tweeting and posting on social media sites

You should display your full imprint details prominently on your profile. You can include a shortened link to your imprint in your tweet or post.”

The [Full Electoral Commission Factsheet](#) is available here.

(Further information: Tom Carne ext 4039)

9. GRANT AID FUNDING

We have received an application for Grant Aid funding from the group named below. If you have any pertinent or relevant information on this application or their application for funding, please notify us via email at grantaid@eppingforestdc.gov.uk. You must declare an interest if you are involved with the group in any way.

Name of Group/Applicant: CRY (Cardiac Risk in the Young)

Nature of Application: Cost of hosting a Cardiac Screening 2 day event in Epping Forest for 200 young people.

Please advise Louis Walton of your comments within 14 days from the date this notice was sent.

(Further information: Louis Walton ext 4096)

10. CHAIRMAN'S DIARY (Pages 39 - 40)

Please see attached.

LICENSING ACT 2003

None this week

PLANNING

1. Appeals Lodged

EPF/1523/18 - 31 Chester Road Chigwell Essex IG7 6AH - Two storey rear extension – Householder appeal – Ian Ansell ext. 4481

EPF/1583/18 – 1 Buttercross Lane Epping Essex CM16 5AA - Demolish existing house and replace with 9 apartments – Written reps – Corey Isolda ext. 4380

EPF/2120/18 - Lindsey House 15 Lindsey Street Epping Essex CM16 6RB – Written reps – James Rogers ext. 4371

EPF/2935/18 - 37 Forest Edge Buckhurst Hill Essex IG9 5AE - Hip to gable and rear dormer with Juliet balcony loft conversion – Householder appeal – Marie-Clare Tovey ext. 4414

2. Forthcoming Planning Inquiries/Hearings -

12th March 2019 – 11 Crossfields Loughton Essex IG10 3 PY Erection of new dwelling and detached garage, following demolition of existing garage – Jonathan Doe ext. 4103

14th March 2019 – 12a Alderton Close Loughton Essex IG10 3HQ - Residential redevelopment to provide 4 x 3 bed houses – Ian Ansell ext. 4481

3. Enforcement Appeals

None this week

4. Appeal Decisions

EPF/0263/18 - 8 Whitehall Close Chigwell Essex IG7 6EQ -Proposed sub-division of rear gardens to 8 & 9 Whitehall Close (fronting Orchard Way) and erection of single storey two bed house – Dismissed

EPF/2654/18 - The Chequers Matching Green Matching Essex CM17 0PZ - Proposed rear extension to enclose existing outdoor dining area – Dismissed

EPF/3216/17 - Esperanza Nurseries Stapleford Road Stapleford Abbotts Essex RM4 1EJ -Outline application to demolish office, boiler house and two glasshouses, erect five dwelling houses, lay out access drive and turning head, amenity and parking areas, form meadow/paddock and alter vehicular access onto Stapleford Road – Dismissed

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 564113
	Jim Gordon	01992 564530
	Zara Seelig	01992 564379
	Mick Mooney	01992 564713
Compliance Officer	Shannon Murphy	01992 564217

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.