

## Select Committee Agenda



### **Stronger Place Select Committee Monday, 9th December, 2019**

You are invited to attend the next meeting of **Stronger Place Select Committee**, which will be held at:

**Council Chamber - Civic Offices**  
on **Monday, 9th December, 2019**  
at **7.00 pm**

**G Blakemore**  
**Chief Executive**

**Democratic Services  
Officer**

V. Messenger (01992) 564243  
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#### **Members:**

Councillors D Sunger (Chairman), S Heather (Vice-Chairman), L Burrows, I Hadley, J Jennings, S Jones, H Kauffman, C McCredie, J McIvor, R Morgan and S Neville

<b>SUBSTITUTE NOMINATION DEADLINE 6.00PM</b>
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#### **1. WEBCASTING INTRODUCTION**

This meeting is to be webcast. Members are reminded of the need to activate their microphones before speaking. The Chairman will read the following announcement:

“The Chairman would like to remind everyone present that this meeting will be broadcast live to the internet (or filmed) and will be capable of repeated viewing (or another use by such third parties).

If you are seated in the lower public seating area it is likely that the recording cameras will capture your image and this will result in the possibility that your image will become part of the broadcast.

This may infringe your human and data protection rights and if you wish to avoid this you should move to the upper public gallery.”

#### **2. APOLOGIES FOR ABSENCE**

#### **3. SUBSTITUTE MEMBERS**

To report the appointment of any substitute members for the meeting.

**4. DECLARATIONS OF INTEREST**

To declare interests in any item on the agenda.

**5. NOTES OF PREVIOUS MEETING (Pages 5 - 8)**

To agree the notes of the meeting of the Select Committee held on 17 September 2019.

**6. TERMS OF REFERENCE (Pages 9 - 10)**

(Chairman/Lead Officer) To note the terms of reference for the select committee for the current municipal year.

**7. WORK PROGRAMME 2019/20 (Pages 11 - 12)**

(Chairman/Lead Officer) To review progress against the achievement of the work programme for the select committee for the current municipal year.

**8. OLDER PEOPLE'S SERVICES - REVIEW (Pages 13 - 16)**

(Service Director (Housing & Property Services)) To consider the attached report.

**9. CLIMATE EMERGENCY (Pages 17 - 20)**

(Service Director (Planning Services)) To consider the attached report.

**10. WASTE MANAGEMENT CONTRACT - CURRENT PERFORMANCE (Pages 21 - 22)**

(Service Director (Contracts & Technical Services)) To consider the attached report.

**11. LEISURE MANAGEMENT CONTRACT - CURRENT PERFORMANCE (Pages 23 - 24)**

(Service Director (Contracts & Technical Services)) To consider the attached report.

**12. EPPING FOREST DISTRICT LOCAL PLAN & EPPING FOREST SPECIAL AREA OF CONSERVATION (Pages 25 - 42)**

(Service Director (Planning Services)) To consider the attached report made to the meeting of the Cabinet on 18 November 2019.

**13. NORTH WEALD AIRFIELD - MASTERPLAN**

**Recommendations/Decisions Required:**

**That the Committee note the progress of the North Weald Airfield masterplanning process.**

(Service Director (Commercial & Regulatory Services)) Following the tender exercise for the development of a Masterplan for North Weald Airfield, Turner and Townsend were appointed under the authority delegated to the Chief Executive. Since their

appointment, regular meetings have been held with Turner and Townsend to establish the full details of the brief and to start to gather information which will inform the development of the Masterplan.

The Council has entered into a Planning Performance Agreement which will ensure relevant and timely delivery of the planning process.

As part of the programme of engagement with members, the community and other stakeholders in accordance with the Council's Statement of Community Involvement 2019, a stakeholder mapping exercise will be undertaken to identify all key stakeholders. Work is also progressing with regard to the undertaking of surveys of the site.

**14. LOCAL AIR QUALITY - VEHICLE EMISSIONS (Pages 43 - 46)**

(Service Director (Commercial & Regulatory Services)) To consider the attached report.

**15. COUNCIL HOUSEBUILDING PROGRAMME - PROGRESS**

(Service Director (Housing & Property Services)) To consider the attached report to be circulated separately.

**16. DATE OF NEXT MEETING**

To note that the next meeting of the Select Committee will be held at 7.00pm on 24 March 2020.

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**EPPING FOREST DISTRICT COUNCIL  
NOTES OF A MEETING OF STRONGER PLACE SELECT COMMITTEE  
HELD ON TUESDAY, 17 SEPTEMBER 2019  
IN COUNCIL CHAMBER - CIVIC OFFICES, HIGH STREET, EPPING  
AT 7.00 - 7.26 PM**

<b>Members Present:</b>	D Sunger (Chairman), S Heather (Vice-Chairman), R Brookes, L Burrows, J Jennings, S Jones, H Kane, C McCredie, R Morgan, S Neville and D Stocker
<b>Other members present:</b>	N Bedford, S Kane, A Patel, J Philip and H Whitbread
<b>Apologies for Absence:</b>	I Hadley, H Kauffman, J McIvor and C Whitbread
<b>Officers Present</b>	S Jevans (Interim Strategic Director), J Houston (Strategic Partnership Specialist and Economic Lead), J Nolan (Service Director (Commercial & Regulatory Services)), V Messenger (Democratic Services Officer) and G Woodhall (Senior Democratic Services Officer)

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## **12. WEBCASTING INTRODUCTION**

The Chairman made a short address to remind all present that the meeting would be broadcast on the Internet, and that the Council had adopted a protocol for the webcasting of its meetings.

## **13. SUBSTITUTE MEMBERS**

The following substitutions were reported:

That Councillor D Stocker was substituting for Councillor I Hadley;

That Councillor H Kane was substituting for Councillor J McIvor; and

That Councillor R Brookes was substituting for Councillor H Kauffman.

## **14. DECLARATIONS OF INTEREST**

- (a) Pursuant to the Council's Code of Member Conduct, Councillor C McCredie declared a non-pecuniary interest in agenda item 8, St John's Road Development, by virtue of the being a member of Epping Town Council.

## **15. NOTES OF PREVIOUS MEETING**

### **RESOLVED:**

That the notes of the last meeting of the Stronger Place Select Committee held on 4 July 2019 be agreed subject to the following amendment to Terms of Reference and Work Programme (b) Work Programme (Min no 4), to read:

Councillor S Neville asked about progress the Council was making in withdrawing single-use plastics.

Councillor S Kane, Portfolio Holder (Customer Services), said that going forward, reusable flasks would be issued to all councillors as there would be a water fountain in the Members Room and another in the Chamber.

Councillor S Neville asked further about single use plastics generally and whether this was going to be reviewed by the Council since the loss of its Environmental Co-ordinator. The Chairman replied that this would be covered later in the meeting.

**16. TERMS OF REFERENCE & WORK PROGRAMME**

(a) Terms of Reference

The Select Committee noted the Terms of Reference.

(b) Work Programme

It was noted that item 6, Green agenda, would be updated and going to the Select Committee's next meeting on 9 December 2019.

**17. ECONOMIC DEVELOPMENT STRATEGY CONSULTATION**

J Houston, Specialist Manager (Strategic Partnerships) was in attendance.

'Nurturing Growth', the Economic Development Strategy consultation document had initially been consulted on with stakeholders in April / May 2019. As feedback from respondents for a further consultation had also been supported by Cabinet members, this had commenced in early September 2019.

A stakeholder consultation event on 13 November was being publicised and invitations were being sent to a wide range of stakeholders. If members knew of any interested parties such as local groups, individuals or organisations, they should let J Houston know. Elected members would be welcome to attend the event. The aim was to achieve a representative, cross-section of people both from within the District and from those whose work impacted on the District. This would help to go into depth on some of the key issues of the economic development strategy and gain as many responses as possible.

Following this event, a report outlining the key proposals arising from the event, as well as associated funding and resource implications, would be presented to Cabinet for consideration in December 2019.

**RESOLVED:**

That the Select Committee noted the new timeframe for further consultation on the Council's Economic Development Strategy.

**18. ST JOHN'S ROAD DEVELOPMENT AND NORTH WEALD AIRFIELD MASTERPLAN**

(a) St John's Road Development

Progress was ongoing and a number of meetings had been held since the last update. This was mainly around the alignment of the project brief with the Submission Version of the Local Plan and with the project management consultants, White, Young and Green. A planning meeting had also been held yesterday.

Negotiations had taken place with Epping Town Council and their portion of the site. A soft market testing exercise by property consultants Derek Wade Walters had been undertaken to validate the requirement of the development brief to incorporate a retail element.

To align with the Local Plan Submission Version, a survey of vehicle parking had been undertaken. There would be a reduction in parking provision as there was an excess of parking available within the vicinity of this site. On the advice of the project manager, a building condition survey was to be carried out on some of the existing buildings including the main school building.

A Cabinet member workshop for the St John's Road Development would be hosted by White Young and Green on 24 September 2019. Public consultation and key partner engagement sessions would follow to enable the development project to be reviewed by the Quality Review Panel on 4 October 2019. A report on the key decisions could then go to Cabinet on 5 December 2019.

Councillor R Brookes explained that some Epping residents had contacted her regarding Epping Sports Centre. Since the Council had published the Local Plan Submission Version in December 2017, the Sports Consultancy had been commissioned and produced a report that had included approximately 120 car spaces. However, there now seemed to be a contradiction with the parking provision. J Nolan replied there were requirements to reduce parking spaces under the Submission Version of the Local Plan. Other changes had also been made as originally there was going to be a supermarket on the site but that had fallen through with the company. Therefore, a balance between the Local Plan Submission Version requirement to reduce parking spaces and the St John's Road development was trying to be achieved so there was no net gain of spaces, and the 'step' capacity was being assessed.

Councillor J Philip remarked about the mitigating impact on Epping Forest air quality in relation to the number of vehicle movements. An agreement had not been reached yet with Natural England on that mitigation. The Council was trying to keep an equivalent number of parking spaces and, with the use of the existing car parks, be creative so that there was a balancing effect because the more spaces there were, would lead to more car journeys and thus more air pollution. He would like to see more use of public transport and people walking to the sports centre as it was in a sustainable, central location in the town.

Councillor C McCredie asked about the main school building, whether it would be demolished or was sustainable, and where the negotiations were currently between the Council and Epping Town Council regarding Epping Hall. J Nolan replied that regarding conversion of the buildings, a building condition survey had been commissioned to look at building structures and an asbestos survey. Meetings with the Town Council were arranged as and when they were needed. The Town Council was seeking another meeting but he could not reveal further information about the current negotiations underway.

#### **(b) North Weald Airfield Masterplan**

The masterplan consultants, Turner and Townsend, had been appointed by the Chief Executive after a tender exercise had been completed. These consultants had carried out a runway survey of the North Weald Airfield around 2011. The first meeting would take place on 25 September. A further progress report would be made to the Stronger Place Select Committee in December 2019.

**RESOLVED**

That the report providing an update on progress with the Str John's Road Development and the North Weald Airfield Masterplan was noted.

**19. LOCAL PLAN - UPDATE ON PROGRESS**

Cabinet report (C-006-2019/20), Implementation of the Local Plan, provided an update on the progress that had been made in the following areas:

- Strategic Masterplans and Concept Frameworks;
- projects reviewed by the Quality Review Panel in 2018-19;
- Developer Contributions update on the Section 106 agreements completed in the financial year 2018-19; and the
- current position of the Epping Forest Special Area of Conservation (SAC).

Councillor S Neville asked if it was appropriate that the masterplan sites for Jessel Green (Loughton) and Limes Farm Estate (Chigwell) were still listed in the Local Plan. The Planning Services Portfolio Holder, Councillor J Philip, said that the date of the report, 11 July 2019, was before the Council received the Inspector's letter and therefore, would not expect to see masterplans for those sites. Planning Policy had not finished processing the comments.

Councillor R Morgan asked when S106 agreements were paid? Councillor J Philip replied that it depended on the legal agreement. The ability of the developer to pay depended on when payments had been scheduled. There was always the possibility that a developer could go into administration if payments were made before the properties were sold. S106 agreements were legal agreements that needed to be discharged and were issued with planning permissions. The Council had a S106 Officer now to pursue monies owed, but there was always the possibility that a problem might arise, and with Local Plan viability it should make it easier.

Councillor S Neville asked about progress on the current negotiations with Natural England around the air quality mitigation strategy, as there had been hold-ups. How near to an agreed strategy was the Council? Councillor J Philip replied that Natural England had agreed with the Council but did not favour one or other of the viewpoints of the Habitats Regulations between the Council and Natural England. The guidance the Inspector had given in August 2019 was in her letter, which was to meet and agree, and this would happen. However, more work was required on a significant number of changes to the Habitat Regulations since the public examination of the Local Plan at the hearings. He had hoped it would have been resolved. All the indications received from Natural England leading up to the hearings was that Natural England had been in agreement with the Council's methodology, but at the hearings this had completely turned around and he could not say when it would be resolved but was trying to achieve this.

**20. DATE OF FUTURE MEETING**

It was noted that the next meeting of the Select Committee would be held on 9 December 2019 at 7.00pm.

## **STRONGER PLACE SELECT COMMITTEE**

### **TERMS OF REFERENCE 2019/20**

#### **Core Areas of Responsibility**

- (1) To provide scrutiny for the following corporate projects:
  - Local Plan Delivery;
  - St. Johns Road;
  - North Weald (including masterplanning);
  - Council Housebuilding; and
  - Economic growth, skills and employment;
- (2) To have overview of the performance of the Waste Management Contract and Leisure Management Contract and provide scrutiny of services that are not performing to standard and develop proposals for their improvement; and
- (3) To have overview of the green agenda helping to inform policy and future proofing the place.

#### **Scrutiny Role of the Select Committee**

- (1) To engage in policy review and development, with a focus on improvement and how this can be best achieved;
- (2) To develop a work programme each year that effectively scrutinises the areas of responsibility outlined above;
- (3) To consider any matter referred by the Overview and Scrutiny Committee, Cabinet or a Portfolio Holder and to make recommendations as appropriate;
- (4) To consider the effect of Government actions or initiatives that affect the Select Committees areas of responsibility and the impact on customers, residents, businesses and visitors to our district, and to respond to consultation activities as appropriate;
- (5) To establish working groups and task and finish panels to undertake any activity within these terms of reference;
- (6) To undertake pre-scrutiny through the review of specific proposals of the Council and its partner organisations or other local service providers to help develop policy;
- (7) To monitor and review relevant projects and associated closure and benefits reports; and
- (8) To engage with the community and encourage community engagement.

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**Stronger Place Select Committee  
Work Programme 2019/20  
Chairman: Councillor D. Sunger**

No.	Item	Deadline	Progress and Comments	Programme of Meetings
1.	Economic Strategy	July 2019	<b>COMPLETED</b> Draft strategy to July meeting	4 July 2019 17 September 2019 9 December 2019 24 March 2020
		September 2019	<b>COMPLETED</b> Update/progress report	
2.	North Weald Airfield Masterplan	September 2019	<b>COMPLETED</b> Update (following appointment of consultant masterplanner)	
		December 2019	Progress/update report – to scrutinise	
		March 2020	Progress/update report – to scrutinise	
3.	St Johns Road development	September 2019	<b>COMPLETED</b> Project report	
4.	Waste Management Contract	December 2019	Performance and amendments <i>Present final recommendations of the Waste Management Task and Finish Panel to the Overview and Scrutiny Committee on 28 January 2020.</i>	
5.	Leisure Management Contract	December 2019	Performance and amendments	
6.	Green agenda – energy, sustainable transport	December 2019	Leisure and Car Parking Team Manager to advise.	
7.	Service reviews as a result of performance concerns	ongoing	Interim Strategic Director (lead officer) to advise.	
8.	Council Housebuilding	December 2019	Progress and issues	
9.	Local Plan	ongoing	Regular update/progress report. Annual report on housing issues arising from the Local Plan (including Private Sector Housing, Council Housing and Assisted Living Accommodation).	
10.	Local air quality	TBC	The LP Inspector's report of 02.08.19 required further actions to finalise the main modifications. This includes a sustainability appraisal and to update the Habitats Regulations Assessment modelling, transport modelling and air quality modelling to feed into a final mitigation strategy to address recreational impact on the Forest and air quality impact across the whole District. <i>(See also Cllr J H Whitehouse's air quality spotlight scrutiny review – see Overview and Scrutiny Committee (Min 27 – 16.07.19).</i>	

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### **Report to Stronger Place Select Committee**

**Date of meeting: 9 December 2019**

**Portfolio:** Housing & Property Services (Councillor H. Whitbread)

**Subject:** Older People's Services – Review

**Officer contact for further information:** J. Gould (01992 564073)

**Democratic Services Officer:** V. Messenger (01992 564265)

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#### **Recommendations/Decisions Required:**

- (1) That the Committee note the proposed a high-level strategic review of the Council's Older People's Services, to include:
  - (a) the Council's older people's housing assets;
  - (b) the current support offered to older people both in designated older people's housing and that which is offered to older people in general needs accommodation; and
  - (c) the Careline offer linked to the telecare devices for which the Council retains responsibility; and
- (2) That Committee note that, subsequent to the completion of the review, a further report will be made to the Cabinet outlining resultant recommendations and seeking agreement to the commencement of consultation with tenants to progress agreed action.

#### **Executive Summary:**

1. Demand for general needs social housing far outweighs supply and while the district has an ageing population the needs of older people are changing. Some older people's housing provision is consequently in low-demand comparatively. Technological advances have also been made in response to the changing needs of older people reducing primary healthcare interventions and easing the demand for limited extra care placements by enabling older people to remain successfully and safely in their homes.
2. This report outlines the three areas recommended for review with a view to making best use of Council stock, delivering needs-led support services that provide value for money and taking advantage of smart technology to enable older people to continue living as independently as possible for longer.

#### **Reasons for Proposed Decision:**

3. The introduction of the Homelessness Reduction Act 2017 implemented in April 2018 placed additional statutory duties on local authorities to help all those who are threatened with or who are homeless regardless of priority need or intentionality. Consequently, local authorities now have a greater responsibility to provide meaningful help and advice to a greater number of people. Government also introduced ambitious targets of halving rough sleeping by 2020 and eliminating it by 2027. It has never been

more important for social landlords to ensure maximum and best use is made of social housing stock.

4. A 20% increase in the population of over 65 years old is expected in the Epping Forest district between 2015 and 2025<sup>1</sup>. This review will enable the Council an opportunity to ensure service delivery that meets the changing needs of a growing older population and capitalise on new technological solutions that compliment support services that are both needs led and provide value for money.

#### **Report:**

5. Following a report to the Select Committee in January 2018 which essentially promoted reducing the number of sheltered units due to low demand, work was undertaken to assess and grade sheltered housing schemes against a series of questions that primarily focussed on the viability of the asset.
6. During the last year, and as part of the wider Council transformation, the Older People's Service has undergone a restructure and it is now timely to extend the original scope of the review that builds on the work already undertaken assessing the assets but that also includes a review of the current support offer along with the Careline and telecare arrangements.
7. The current support offer delivers a fairly traditional service which involves a daily door knock to the 420 sheltered units over 12 schemes and circa 350 dispersed properties. Currently a 'one size fits all' model of delivery, the support offered is labour intensive and is not needs led.
8. While the Council has outsourced Careline it has retained the responsibility of the telecare devices. This does not currently provide tenants with choice nor take advantage of other, more advanced, technology that offers a range of support solutions to enable older people to successfully and safely remain in their homes reducing the number of interventions they may otherwise need from primary healthcare services.
9. The approach to the review will go beyond the traditional 'bricks and mortar' view to recognise that the sustainability of the asset is about the sustainability of:
  - 'people and place';
  - 'supply and demand' and fit in the local housing market; and
  - ongoing financial performance.
10. The review of support services will be largely desk-based and will focus on a functional/financial review of value for money at this stage rather than engaging extensively with residents.
11. When considering the current Careline and telecare arrangements, consideration will also be given to the use of other smart, digital solutions which could form part of a future telehealth offer.
12. The recommendation to broaden the scope of the review in relation to Older People's Services will ensure the Council is making best use of housing stock, is offering support services that are needs led and deliver value for money and provide opportunities to take advantage of emerging technology that will further enable older people to live in the homes they choose.

#### **Resource Implications:**

Resource implications will include the initial cost of a comprehensive review of c£24,000 which has been included on the list of developments. In addition, there are likely further resource implications for any redevelopment of assets that might subsequently be agreed but these will be comprehensively covered in further reports at an appropriate time.

**Legal and Governance Implications:**

Housing Act 1985

**Safer, Cleaner and Greener Implications:**

None.

**Consultation Undertaken:**

None at present as what is recommended is a strategic, largely desk-top review, but consultation with existing tenants will be an integral part of any subsequently agreed action.

**Background Papers:**

None

**Risk Management:**

No material risks have been identified for the current recommendations but further action around the redevelopment of assets or transformation of service provision is likely to have a number of risks that will be included in appropriate future reports.

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### **Report to Stronger Place Select Committee**

**Date of meeting: 9 December 2019**

**Portfolio:** Planning Services (Councillor J. Philip)

**Subject:** Climate Emergency

**Officer contact for further information:** S. Devine (01992 564149)

**Democratic Services Officer:** V. Messenger (01992 564265)

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#### **Recommendations/Decisions Required:**

- (1) That the Committee note the proposed recruitment to a new Climate Change Officer post (initially for 2 years), to drive forward the climate emergency agenda;**
- (2) To note that an action plan will be developed to cut across all relevant service areas to deliver the Council's resolution to declare a climate emergency and its pledge to do everything within its power to make the Epping Forest District carbon neutral by 2030.**

#### **Report:**

1. At its meeting on 19 September 2019, the Council resolved to declare a Climate Emergency and pledged to do everything within its power to make the Epping Forest District carbon neutral by 2030. The Council also agreed to implement an Air Quality Strategy and bring forward sustainability guidance to support the local plan policies.
2. It is recognised that additional resources are required to deliver the ambitious aims of the Climate Emergency agenda. Budget provision has been identified for 2020/21 to recruit to a newly created full time Climate Change Officer post (initially for 2 years) which will be brought forward in this financial year so that the post can be advertised immediately.
3. A working group, reporting to the relevant portfolio holder, will be established and a Climate Change Action Plan produced that will commit and drive forward the Council's overall Climate Emergency objective of making the district carbon neutral by 2030 in its capacity as a community leader; by our example as a service provider; and through the management of our own buildings and operations.
4. At its meeting on 19 September 2019 Members moved that the Council engage with young people when considering the issue of climate change and appoint a Youth Ambassador from the Epping Forest Youth Council. This working group will be the conduit for active engagement with the Youth Council, through its Ambassador, in developing the Action Plan and encouraging behavioural change across the District.
5. A Draft Plan will be subject to Cabinet approval for wider engagement with key stakeholders including the Youth Council and will focus on the following areas: ensuring development proposals on site allocations in the local plan achieve high standards of sustainability; carbon reduction of council owned properties, ensuring operations and services within the Council's control consider measures to become carbon neutral; supporting behavioural change through positive engagement and enforcement; reducing

emissions from transport by promoting sustainable transport including walking, cycling and promoting bus services and implementation of an air quality strategy.

**Reason for decision:**

The Council resolved to declare a Climate Emergency at its meeting on 19 September 2019 and pledged to do everything in its power to ensure the district is carbon neutral by 2030. Additional resource is necessary to drive forward this overarching objective and budget is allocated for this.

**Options considered and rejected:**

Not to provide additional resource will compromise the Councils ability to deliver its Climate Emergency objectives within committed timescales.

**Consultation undertaken:** None

**Resource implications:**

A DDF bid of £112,000 over 2 years has been submitted to cover the cost of a newly created Climate Change Officer post and associated expenditure.

**Legal and Governance Implications:**

There is no legal obligation on local authorities to meet the 2030 targets for carbon reduction although there is an expectation that they act responsibly and meet the Government's commitment to reduce carbon emissions by 80% (compared to 1990 levels) by 2050. This Council has declared a climate emergency that goes beyond this.

**Safer, Cleaner, Greener Implications:**

The Local Plan Submission Version 2017 contains a policy designed to promote the notion of making good places to live, work and visit. This will include safer by design principles, sustainable development, the provision of alternatives to the car, energy efficiency and environmental considerations as well as sustainable drainage systems and quality green infrastructure. The Climate Change Officer Post and Action Plan will ensure that the sustainability principles are embedded within the Councils policies and practices across all services to reduce the carbon footprint and consider environmental sustainability in everything we do.

**Consultation Undertaken:**

None

**Background Papers:**

Council Minutes:19 September 2019 - Item 39: Resolution adopted to declare a Climate Emergency

**Impact Assessments:**

**Risk Management**

The Council resolved to declare a Climate Emergency at its meeting on 19 September 2019 and pledged to do everything within its power to make Epping Forest District Council area carbon neutral by 2030. To not be seen to honour its pledge and take positive action towards meeting its objective would expose the Council to significant reputational criticism from residents, campaigners and central government

**Equality:**

The recruitment to a Climate Emergency post to assist in driving forward the Councils ambition to tackle the climate emergency will have a positive impact on the environment for all people living, working and visiting the Epping Forest district. There are no actual or likely adverse impacts that may be attributed to people with protected characteristics as determined by the Equalities Act 2010.

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## SCRUTINY



### **Report to Stronger Place Select Committee**

**Date of meeting: 9 December 2019**

**Portfolio:** Contracts & Technical Services (Councillor N. Avey)

**Subject:** Waste Management Contract – Current Performance

**Officer contact for further information:** J. Warwick (01992 564350)

**Democratic Services Officer:** V. Messenger (01992 564265)

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#### **Recommendations/Decisions Required:**

**That the Committee note the current performance of the waste management contract.**

#### **Report:**

1. The waste management contract is performing well, the key performance indicators for quarter two (2019-20) show that there continues to be a reduction in household waste and an increase in recycling:
  - M.8 (reduction in household waste) – result was 183kg, (target was 196kg (maximum)); and
  - M.9 (increase in recycling) – result was 62.58% (target was 57%).
2. The tonnage summary is overall lower on average, and garden waste was not as high this year as last year. Also, because of the dry weather in September, the leaves had fallen earlier this year. Streets mechanical (broom) waste was calculated separately to Essex County Council waste and transported to the Rainham depot to be recycled. On the cleansing of streets waste, not all litter bin rubbish could be recycled but the refuse vehicles had split compartments to help crews in this sorting.
3. A Waste Management Review Task and Finish Panel had been set up by the Overview and Scrutiny Committee, to look at five main items and would conclude in January 2020. The recommendations of the Waste Management review would then go to Cabinet, and if there was a service change, the proposals would come back to the Waste Management Partnership Board or go to the Innovation Forum.
4. The task and finish panel are looking at:
  - the feasibility of introducing a third wheelie bin to replace clear recycling sacks;
  - the future collection of food and garden waste in separate containers and the option to charge for the collection of garden waste;
  - the possibility of not collecting garden waste in certain months of the year when demand was low;
  - a review of street cleansing arrangements to achieve improvements in cleansing standards; and
  - improvements in the provision of waste and recycling containers and cleansing operations on the high street including the segregation of recycling materials.

5. The task and finish panel have noted that if Panel members decided to pursue the option of introducing a third wheelie bin, the operational costs and contractual implications with Biffa would be looked at through an innovation forum. This would also be done outside of the timeframe of the Task and Finish Panel as it would involve substantial work and officer time.
6. Although the current street cleansing arrangements offered an excellent service, it was not an ideal use of all the resources. Therefore, rubbish thrown from vehicles in these litter prone areas on the through roads in the District, could be targeted more often if the two-weekly frequencies were reorganised. There were over 300 litter bins in the District particularly in the high litter zones around shop premises. The Council was proposing to remove some of the Brunel bins and change the bin design to ones with separate compartments for recyclable litter and residual refuse. Splitting the waste would encourage more usage by the public and reinforce the recycling done at home.

**Resource implications:**

N/A

**Legal and Governance Implications:**

N/A

**Safer, Cleaner, Greener Implications:**

N/A

**Consultation Undertaken:**

N/A

**Background Papers:**

N/A

**Impact Assessments:**

***Risk Management***

N/A

***Equality:***



## SCRUTINY



### **Report to Stronger Place Select Committee**

**Date of meeting: 9 December 2019**

**Portfolio:** Contracts & Technical Services (Councillor N. Avey)

**Subject:** Leisure Management Contract – Current Performance

**Officer contact for further information:** J. Warwick (01992 564350)

**Democratic Services Officer:** V. Messenger (01992 564265)

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#### **Recommendations/Decisions Required:**

**That the Committee note the current performance of the leisure management contract.**

#### **Report:**

1. The leisure management contract is performing well; membership levels continue to grow. Waltham Abbey Swimming Pool and Gym membership has slowed somewhat after its initial success. This was not unusual and the overall membership level is still in excess of what was forecast. Epping Sports Centre membership is tracking the trendline but has declined over the last few months. The centre has had some long-term maintenance issues and is generally very tired. The centre staff have been trying a variety of marketing and promotional activities with only limited success. Loughton Leisure Centre membership continues to grow since the recent development works at the centre. Ongar Leisure Centre is beyond its design life and is starting to suffer repeated problems with outdated plant which has resulted in occasional pool closures, failed heating and chemical dosing issues. The staff are putting effort into new promotional activities and September saw a slight uplift in memberships.
2. In terms of the four sites, gym visits appear to have stabilised at Epping over the Summer. There is still capacity at the gym so hopefully additional promotions will have a positive effect. Group workouts recovered after the Summer break and have returned to expected levels over the last couple of months. The sports hall floor and the roof were both repaired in August.
3. Gym visits at Loughton Leisure Centre saw a drop in August as is expected over the summer and gym visits are now beginning to increase. In contrast to gym visits, the group workouts at Loughton have recovered from the traditional Summer decline and the trend continues upwards. There have been some issues with one studio floor so the positive increase is good. Casual swimming at Loughton is still trending upwards although the pool timetable change has not had an immediate effect. There have been anecdotal reports of users choosing to drive to the new centre at Waltham Abbey because it offers free parking. Under 8's swimming continues to trend downwards at Loughton. The Summer peak was much less than in previous years.
4. Ongar Leisure Centre Gym visits are slightly up this month at Ongar. There is demand for more gym visits at Ongar but space is limited despite the refurbishment in 2017. A steep rise in group workouts at Ongar in September is down to the appointment of a new

fitness manager who is focussing on the development of group classes. Casual swimming fell dramatically from the August peak again presumably due to schools returning. Under 8 swimming continues to decline at Ongar. There is no obvious reason but the Summer peak of previous years did not happen in 2019. Pool closures resulting from plant issues only goes so far in explaining the downward trend.

5. Gym visits at Waltham Abbey appear to have stabilised with only a slight decline over Summer. The colder weather may encourage gym users to return to their programmes. Group workouts increased noticeably in September as the weather cooled and children went back to school. Casual swimming fell dramatically at Waltham Abbey in September presumably because the school holidays ended and young people stopped visiting during the day. Under 8's fell away slightly in September following August's dramatic rise. The trend is still upwards which contrasts with the other centres, presumably due to local demographics.

**Resource implications:**

N/A

**Legal and Governance Implications:**

N/A

**Safer, Cleaner, Greener Implications:**

N/A

**Consultation Undertaken:**

N/A

**Background Papers:**

N/A

**Impact Assessments:**

***Risk Management***

N/A

***Equality:***

## **Report to the Cabinet**

**Report reference: C-021-2019/20**

**Date of Meeting: 18 November 2019**

**Subject: Implementation of the Local Plan: Update on progress**

**Responsible Officer:** Alison Blom-Cooper (01992 564066)

**Democratic Services:** Adrian Hendry (01992 564246)



**Epping Forest  
District Council**

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### **Recommendations/Decisions Required:**

**That the progress of Masterplans and Concept Frameworks, including the use of Planning Performance Agreements and the progress of other proposals at pre-application and application stage be noted (see Appendices A- D);**

### **Executive Summary**

Following the October 2018 Cabinet meeting which agreed the governance arrangements for the implementation of the Local Plan, the Implementation Team made a commitment to provide members with regular updates on the progress of Masterplans and Concept Frameworks within Epping Forest District to ensure that members are kept fully up to date.

This report therefore provides members with an update on the progress of Strategic Masterplans, Concept Frameworks and Planning Performance Agreements within the District.

As part of the Independent Examination of the Local Plan, the Council have agreed and signed Statements of Common Ground with all the site promoters of the following strategic sites: North Weald Bassett, Waltham Abbey North, South Epping, West Ongar and South Nazeing. In relation to the Garden Town allocations, which consists of Latton Priory, Water Lane and East of Harlow, the Council were able to sign Statements of Common Ground with all of the principle site promoters.

The strategic sites are progressing well and are all on track to meet the delivery of housing noted within the Housing Implementation Strategy Update 2019 (see [EB410A](#) and [EB410B](#)).

### **Reasons for Proposed Decision**

- To ensure that members are kept fully up to date on the progress of Masterplans and Concept Frameworks and other major proposals being promoted within the District.

### **Other Options for Action:**

Not to update members on the progress on the above issues would be contrary to the commitment made by the Implementation Team as noted in the 18 October 2018 Cabinet Report.

## **Report:**

### **Strategic Masterplans, Concept Frameworks and other allocated sites**

1. [The Local Plan Submission Version 2017](#) (LPSV) promotes a joined up, collaborative and proactive approach to the planning and implementation of key strategic sites across Epping Forest District. The production of Masterplans and Concept Frameworks will ensure that development proposals are brought forward in accordance with the Council's priorities and policies and facilitate the delivery of necessary infrastructure. Such an approach is an important step towards boosting the timely delivery of high quality development and infrastructure within the District.

2. Strategic Masterplans and Concept Frameworks provide an overarching framework to ensure that development is brought forward in a coordinated and coherent way in accordance with high quality place making principles. The planning applications which follow must demonstrate general conformity with an endorsed Masterplan or Concept Framework. As set out in the [18 October 2018 Cabinet Report](#), the Council's Local Plan Cabinet Committee (LPCC) has the authority to approve Draft Strategic Masterplans and Concept Frameworks for consultation. Following the six-week consultation period, Strategic Masterplans will then be taken to Cabinet for formal endorsement as a material planning consideration. The process for Concept Frameworks is broadly similar, however owing to their smaller scale, these will only be taken to LPCC once for formal endorsement.

3. As set out in paragraph 15 of the report to Cabinet on 18 October 2018 a commitment was made to provide members with regular updates on the progress of masterplans and concept frameworks within Epping Forest District to ensure that members are kept fully informed of the progression of each plan.

4. The LPSV has identified site allocations which should be subject to the Strategic Masterplanning approach (see LPSV para 2.90 and 2.91). These include the following masterplans:

- Latton Priory
- Water Lane
- East of Harlow
- North Weald Bassett
- North Weald Airfield
- South Epping
- Waltham Abbey North

And Concept Frameworks (see LPSV paras 2.99 and 2.100) for sites in:

- West Ongar
- South Nazeing.

## **Inspector's advice following examination hearings**

5. Following the hearing sessions for the Independent Examination the Local Plan, the Inspector released her Advice after hearings to the Council on 2 August 2019 ([ED98](#)). Within her advice the Inspector has set out a number of changes to the Plan which are required to remedy issues of soundness in the form of Main Modifications. These include Action 22 to delete proposed allocation LOU.R5 (Jessel Green) and Action 25 to delete the proposed allocation of CHIG.R6 (Limes Farm Masterplan Area).

6. These and the other Actions identified within the advice are being progressed and the Council has responded to the Inspector with the programme of work to establish the precise form of MMs that are required ([ED100](#)).

7. The main area of work which has required careful consideration is the most efficient and expedient way to progress the actions in relation to the Habitats Regulations Assessment taking on board the issues raised with respect to the need for modelling to take account of tall forest vegetation; to look again the causal link between the mitigation measures proposed and the modelling effects shown in the HRA 2019; and to provide evidence to demonstrate the effects on the Forest would not be significant.

8. In parallel the Council has issued an updated position statement ([EB129](#)) to provide information about the Epping Forest Special Area of Conservation and the present position with respect to the granting of planning permission for new development that may adversely affect Epping Forest. The Council is continuing to work actively to resolve the current situation that has restricted housing and economic development coming forward in the District since 2018. Working with Natural England the Council is striving to identify potential opportunities to address the backlog of underdetermined applications and is seeking legal advice as to the extent to which permissions can be issued. A further report will be brought to Cabinet at the December meeting.

## **Current progress on the masterplans**

9. Work on the masterplans for the Garden Town sites has continued with EFDC officers liaising with key stakeholders across the 5 Garden Town authorities and relevant site promoters. Stakeholder workshops facilitated by CEG were held in September on behalf of the Latton Priory site promoters. Discussions have also been taking place between EFDC and Essex County Council (Highways) regarding the provision of the access road and sustainable transport corridor to Latton Priory. There have been a series of meetings held between EFDC and the main site promoters at Water Lane to discuss key technical matters. Smaller site promoters have also started to engage in this process. At East Harlow communication is continuing with the main site promoters regarding the response to the Local Plan Inspector's interim advice and the process for undertaking the masterplanning work.

10. The Implementation Team has been proactively engaging with relevant site promoters to progress the other Strategic Masterplan and Concept Frameworks in the District. Some strategic sites are more advanced than others, but good progress has been made. Now that the local plan hearing sessions have been completed there will be a need to progress these in order to ensure that each of the sites will meet their projected delivery of housing, in accordance with the stepped trajectory as set out in the [Housing Implementation Strategy Update 2019](#).

11. For the North Weald Bassett Masterplan area there have been stakeholder engagement workshops held with the Neighbourhood Plan Steering Group. Project meetings on green infrastructure/SANGS and open space have also been held with the group of site promoters. Initial internal meetings on North Weald Airfield have been undertaken and the contract for masterplanning has now been let based on the project brief agreed at April's Cabinet meeting.

12. EFDC officers have met with the site promoters for the South Epping masterplan area to discuss the Inspector's concerns regarding the proposed level of housing on the site and sought to agree a way forward in order to demonstrate certainty over delivery.

13. At Waltham Abbey North the site promoters are preparing technical evidence to support the preparation of the masterplan. Discussions on the two Concept Frameworks are still at an early stage in the masterplan process.

#### **Other allocated sites**

14. Alongside the Strategic Masterplan and Concept Framework sites, the Implementation and Development Management Teams have been progressing some of the smaller sites proposed for allocation within the LPSV. As with the strategic sites, some of these proposed allocations are further advanced than others, but officers are encouraged by the progress which has been made to date and work continues to progress their delivery in accordance with the Housing Trajectory.

15. The development proposals at St John's site for a mixture of commercial and residential uses, including a leisure centre, are at an advanced stage and were reviewed by the Council's Quality Review Panel in October. It is envisaged that options will be presented to Members at December's Cabinet. The Roundhill residential development proposals were reviewed by the Quality Review Panel in July and officers continue to discuss refinements to the proposals. A revised planning application has been submitted for the Next development proposals at land at Dowding Way. Although the new application represents an amendment to the previous scheme, it has been subject to detailed design discussion with EFDC officers and sent for review to the Quality Design Panel.

16. Appendix A provides an update on the progress of the Masterplans and Concept Frameworks; Appendix B provides an update on the progress of each of the strategic and other allocated sites and Appendix C provides information on other proposals on non allocated sites over 0.2hectares in size or more than 6 dwellings. Appendix D provides information on the schemes reviewed by the Quality Review Panel.

**Resource Implications:**

As set out in the 18 October 2018 Cabinet Report, the successful delivery of the Garden Town and the other strategic sites within Epping Forest District will require considerable commitment of officer time from EFDC. The noting of the contents of this report do not give rise to additional resource implications.

**Legal and Governance Implications:**

The work on the Strategic Masterplans and Concept Frameworks has been developed in accordance with Government policy (NPPF) and Planning Law.

**Safer, Cleaner, and Greener Implications:**

The Local Plan contains a policy designed to promote the notion of making good places to live, work and visit. This will include safer by design principles, sustainable development, the provision of alternatives to the car, energy efficiency and environmental considerations as well as sustainable drainage systems and quality green infrastructure. Strategic Masterplans and Concept Frameworks will be the mechanism for these place-making measures to be delivered in identified Masterplan Areas.

**Consultation Undertaken:**

Some of the Strategic sites have been the subject of informal public consultation and engagement. However as set out in the Councils Masterplan and Concept Framework Plan Briefing note, these sites will be subject to public consultation in accordance with an endorsed Statement of Community Involvement.

**Background Papers:**

C-015-2018/19: Governance arrangements for Local Plan Implementation, 18 October 2018

Habitat Regulations Assessment 2019

**Risk Management:**

If the Council was not to take a pro-active stance on the delivery of Masterplans and major applications arising from the Local Plan, there is a real risk of or development occurring of a type that does not extract maximum value for the provision of social infrastructure and poor quality development may occur.

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**Appendix A - Masterplan and Concept Frameworks**

Masterplan Area / Concept Framework Area	Local Plan policy and site reference	Description of proposed allocation	PPA status	Delivery due to commence (Housing Implementation Strategy 2019)	QRP	Timescales / progress update	Proposal stage	Section 106	Case officer
Latton Priory	Policy SP 4 & SP 5: SP 5.1	New Garden Town Community consisting of approximately 1,050 homes, 2 hectares of employment land, up to 5 traveller pitches, a new primary and secondary school and a local centre.	Signed - August 2018	2022/23	11/10/2018 and 05/04/2019	Series of masterplanning meetings have been held and are ongoing between key stakeholders including EFDC, the main site promoters (Commercial Estates Projects Ltd and Hallam Land), ECC (Highway and Education), and HDC. Stakeholder Workshops have taken place. Currently undertaking first round of public consultation.	Masterplan	Not commenced	Graham Courtney
Water Lane	Policy SP 4 & SP 5: SP 5.2	New Garden Town Community consisting of approximately 2,100 homes, up to 5 traveller pitches, a new primary school and a local centre.	West Sumners signed - July 2018 West Katherines signed - May 2019	2022/23	28/03/2019 - joint 06/09/2019 - West Sumners	Series of masterplanning meetings have been held and are ongoing between key stakeholders including EFDC, the main site promoters (a consortium of housebuilders including Persimmon, Taylor Wimpey and Martin Grant Homes - West Katherines, and Manor Oak Homes - West Sumners), ECC (Highway), and HDC. Representatives of the smaller sites contained within Tylers Cross have recently begun to engage in the Masterplanning process and engagement has begun with representatives of Redwings. Joint presentation at an All Member Briefing planned for November. West Sumners seeking to go out to public consultation early 2020.	Masterplan	Not commenced	Graham Courtney
East of Harlow	Policy SP 4 & SP 5: SP 5.3	New Garden Town Community consisting of approximately 750 homes, up to 5 traveller pitches, a new primary school, a local centre, and a potential new secondary school and potential relocation of PAH.	Advanced stage of discussion	2023/24	N/A	Meetings have been held between key stakeholders including EFDC, the main site promoters (Miller Homes), ECC, HDC and PAH NHS Trust. PPA to be re-assessed and discussions to re-commence. Awaiting response from Miller Homes as to whether they will commence Masterplanning ahead of the final response from the Local Plan Inspector. Communication is ongoing with three smaller land promoters within the masterplan area regarding bringing their sites forward for development.	Masterplan	Not commenced	Graham Courtney
North Weald Bassett	Policy P 6: NWB.R1, NWB.T1, NWB.R2, NWB.R3, NWB.R4 and NWB.R5	Provision of approximately 1,050 homes and 5 traveller pitches, a new local centre including retail, community and health facilities and the erection of a new primary school.	advanced stage of discussion	2022/23	14/06/2019	Green Infrastructure, open space and SANGS workshop held with the site promoters.	Masterplan	Not commenced	James Rogers
North Weald Airfield	Policy P 6: NWB.E4	Provision of new B1/B2/B8 employment uses on NWB.E4 and retention and expansion of aviation uses to the west of the main runway.	Not commenced	2022/23	N/A	Initial interdepartmental discussions between EFDC officers undertaken in January 2019. Project brief agreed by Cabinet on 11th April 2019. The brief is currently out to tender to recruit Masterplanners to bring the site forward. The masterplan will need to coordinate with the village masterplan	Out to tender - Masterplan not yet commenced	Not commenced	James Rogers
South Epping	Policy P 1: EPP.R1 and EPP.R2	Provision of approximately 950 homes, a new neighbourhood centre to include community facilities, employment, health facilities and retail uses as well as a new primary school and early years childcare provision.	Advanced stage of discussion	2023/24	N/A	Discussions between EFDC officers and site promoters are ongoing following the publication of the Inspector's advice.	Masterplan	Not commenced	James Rogers
Waltham Abbey North	Policy P 3: WAL.R1, WAL. T1, WAL.R2 and WAL.R3	Provision of approximately 740 homes and 5 traveller pitches as well as a new local and community centre	Advanced stage of discussion	2022/23	N/A	Site promoters are currently producing technical work to progress the Masterplan.	Masterplan	Not commenced	James Rogers
Jessel Green	Policy P 2: LOU.R5	Provision of approximately 154 homes.	Not commenced	2028/29	N/A	Proposed allocation to be deleted from the plan via Main Modification following the advice received from the Local Plan Inspector.	Not commenced	Not commenced	N/A
Limes Farm	Policy P 7: CHIG.R6	Regeneration led development to provide an additional 100 homes on the site as well as new community and local service facilities.	Not commenced	2028/29	N/A	Proposed allocation to be deleted from the plan via Main Modification following the advice received from the Local Plan Inspector.	Not commenced	Not commenced	N/A
West Ongar Concept Framework Area	Policy P 4: ONG.R1 and ONG.R2	Provision of approximately 234 homes	Initial discussions	2022/23	N/A	Discussions regarding a PPA and a project plan are at an early stage	Concept Framework	Not commenced	James Rogers
South Nazeing Concept Framework Area	Policy P 10: NAZE.R1, NAZE.R3 and NAZE.R4	Provision of approximately 93 homes.	Initial discussions	2021/22	N/A	Discussions regarding a project plan are at an early stage however meeting soon to be set up to discuss progress. Discussions underway with regards to a PPA.	Concept Framework	Not commenced	Graham Courtney

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**Appendix B - Allocated Sites**

Site	Local Plan site Reference	Description of proposal	PPA status	Delivery due to commence (Housing Implementation Strategy 2019)	Application Stage	Local Plan Officer Working Group	Development Management Forum	Quality Review Panel	Timescales / progress update	Section 106 status	Case officer	Team responsible
<b>Pre application proposals</b>												
Nazeing Glassworks	NAZE.E3	Redevelopment of the site to provide approximately 5,000sqm of employment space and 230 residential dwellings.	Agreed but yet to be signed	Not an allocated site for housing	Pre application ref: EF\2018\ENQ\00219	May-18	?	16-Aug-18	Meetings held between EFDC and site promoters. Considered at the QRP	Not commenced	Graham Courtney	Implementation
Land to the North of Chelmsford Road	ONG.R4	Erection of 163 homes comprising of 1, 2, 3 and 4 bedroom houses and apartments.	N/A	2022/23	EIA Screening Opinion	Jun-19	?	?	Site promoters have requested an Environmental Impact Assessment Screening Opinion	Not commenced	Alex Taylor	Development Management
Epping Forest College, Playing fields, Borders Lane	LOU.R4	290 Dwellings in a mix of 2, 3, 4 and 5 storey blocks together with sports and recreation space.	Prepared but yet to be agreed/signed	2022/23	Pre application ref - EF\2019\ENQ\06881	Jun-19	?	09-Aug-19	Discussions ongoing regarding revisions following QRP. Public consultation carried out.	Under preparation	Michael Johnson	Development Management
Former Waltham Abbey Swimming Pool, Roundhills, Waltham Abbey	WAL.R6	Redevelopment of the site to provide residential development.	N/A	2028/29	Pre application ref: EF\2018\ENQ\01422	Jul-19	?	12-Jul-19	Discussions ongoing regarding revisions following QRP. Public consultation carried out.	Under preparation	Michael Johnson	Development Management
Epping Forest College, Borders Lane, Loughton	LOU.R9	Erection of 143 mixed tenure units ranging from 3 to 5 storeys.	Prepared but yet to be agreed/signed	2023/24	Pre application ref: EF\2018\ENQ\00051	Jun-19	?	09-Aug-19	Ongoing discussions and meetings, with four pre-application meetings held to date (June - October 2019). Public engagement undertaken in September 2019.	Not commenced	Marie Claire Tovey	Development Management
Land at Forest Drive, Theydon Bois	THYB.R1	Mixed development up 39 dwellings.	N/A	2021/22	Pre application ref: EF\2018\ENQ\00400	Jun-19	N/A	N/A	Under consideration	Not commenced	Marie Claire Tovey	Development Management
Oak Hill Green, Oak Hill Road, Stapleford Abbots	STAP.R1	Residential development around 40 units and community facilities.	Discussions ongoing	2021/22	Pre-app ref EF\2018\ENQ\00275	May-18	N/A	Second review 17-May-19	Further post-QRP pre-application meeting held in August 2019 with planning and design officers, and upcoming meeting scheduled for October 2019.	Not commenced	Ian Ansell	Development Management
Grange Court, 72 High Road, Chigwell	CHIG.R9	Conversion of Listed building into 8 dwellings and extensions to create a further six dwellings.	N/A	Planning Permission granted - EPF/3264/17	Pre application ref: EF\2019\ENQ\00330	No	N/A	N/A	Ongoing negotiations.	Not commenced	Ian Ansell	Development Management
Greensted Croft, Greensted Road, Ongar	ONG.R5	Erection of up to 115 residential units.	Agreed and signed	2022/23	Pre application ref: EF\2018\ENQ\01132	Nov-18	?	28-Mar-19	Ongoing pre-application discussions for site-wide masterplan. Further meeting held in July 2019, upcoming meetin scheduled for November 2019.	Not commenced	Ian Ansell	Development Management
Chigwell Convent	CHIG.R7	Redevelopment of site for various residential uses , 3.4 hectrs 136 - 194 dwellings.	N/A		Pre application ref: EF\2019\ENQ\00562	Jul-19	?	?	PPA/QRP required - July 2019	Not commenced	James Rogers	Development Management
57a - 57b Fyfield Road, Ongar	ONG.R3	Erection of 20 houses with garages; and construction of an additional car parking area for Ongar medical centre.	N/A		Pre application ref: EF\2017\ENQ\01613	No	?	?	Pre app	Not commenced	Sukhi Dhadwar	Development Management
Wain and Green Hedges, Coppice Row, Theydon Bois	THYB.R3	Demolition of existing properties and construction of 9 new apartments with car parking.	N/A		Pre application ref:EF\2019\ENQ\00630	Aug-19	N/A	N/A	Pre application meeting was held on 16th August. Suggested amendments to the proposal at the meeting following discussions with the Urban Design Team. Awaiting amendments to be received from applicant.	Not commenced	Honey Koujouri	Development Management
<b>Planning applications submitted awaiting decision</b>												
Land North of Dowding Way	WALE.E8	Hybrid Planning Application: Phase 1 - Erection of large scale distribution warehouse and phase 2 - Outline application for other employment uses.	Agreed but not yet signed	2026/27	Planning application - EFF/1413/18	Oct-18	15/05/2018	26-Apr-18 Oct-18 and 11-09-Aug-19	Discussions are ongoing between EFDC officers and the site promoters regarding the submission of a new planning application.	Not commenced	James Rogers	Implementation
Land west of Froghall Lane, Chigwell	CHIG.R4	Proposed assisted living development to provide apartments and communal and support facilities.	N/A	Site allocated for C2 use	Planning application - EPF/1182/18	Nov-18	?	?	Awaiting comments for Louise Hughes on the Officer's report.	Not commenced	Jerry Godden	Development Management
Land Corner of Mill Lane / Millfield, High Ongar	HONG.R1	Erection of 8 three bedroom houses including new access from Millfield, provision of parking spaces, amenity space and landscaping.	N/A	2020/21	Planning application - EPF/1718/18	Jul-17	N/A	N/A	Application withdrawn from Area Planning Committee twice as a result of a potential legal challenge by a neighbour objecting to the site allocation in the LPSV.	Not commenced	Ian Ansell	Development Management
Old Epping Laundry Site, Bower Hill, Epping	EPP.R9	Demolition of existing buildings and erection of 58 new residential dwellings.	N/A	2021/22	Planning application - EPF/3174/18 refused	Yes	?	?	Refused on grounds design, quality of accomodation, impact on neighbours, lack of affordable housing, parking provision and impact on the SAC under delegated authority .	Not commenced	Sukhi Dhadwar	Development Management
Lake View, Moreton	MORE.T1	Application for variation of condition 10 on planning application EPF/1356/98 (allowed on appeal) (Use of land for Showmen's permanent quarters (relocation of existing established overcrowded site) to enable up to 62 caravans to be located within the site).	N/A	Regularisation of existing use	Planning application EPF/0499/18	Jun-18	N/A	N/A	Awaiting further information from applicants.	Exisitng use	Ian Ansell	Development Management
Gypsy Mead, Ongar Road, Fyfield	FYF.R1	Proposed development of x 24 no. new homes with associated parking facilities, cycle stores and rubbish disposal.	N/A	2022/23	Planning application - EPF/0016/19	Apr-19	Awaiting further information on wider issues	22-Nov-18	Issues around the viability of the scheme to be resolved	Not commenced	Alex Taylor	Development Management
St Thomas More Church, Willingale Road, Loughton	LOU.R16	Demolition of redundant church and associated buildings and erection of 16 house, 10 flats and a new community hall.	N/A	2021/22	Planning application - EPF/0304/19	Nov-18	N/A	N/A	Has gone to Committee and has been resolved to grant planning permission subject to S.106 air quality, recreation and affordable housing.	Not Commenced	Marie Claire Tovey	Development Management
Unit 20, Oakwood Hill Industrial Estate	LOU.E1	Proposed new 5 storey office building with associated parking.	N/A		Planning application - EPF/1908/19	No	N/A	N/A	Planning Application	Not Commenced	Marie Claire Tovey	Development Management
<b>Applications determined awaiting S106 to be signed (excluding S106 only relating to the SAC)</b>												
JW Fencing, Pecks Hill, Nazeing	NAZE.R2	Outline planning application for the demolition of all existing buildings on the site and erection of 25 dwellings.	N/A	2022/23	Outline Planning application	Jul-18	No	No	Area Plans West Committee resolved to grant planning permission subject to conditions and a Section 106 legal agreement on 10/04/19.	Awaiting signature	Sukhi Dhadwar	Development Management
<b>Planning applications determined and issued</b>												
256 High Road, Loughton	LOU.R8	Demolition of existing buildings and construction of 29 apartments in a single building of 3, 4 and 5 storeys in height, alongside associated access, amenity space, landscaping and parking.	N/A	2022/23	Planning permission granted	Jan-18	No	No	Development complete.	Complete	James Rogers	Implementation
126 Manor Road, Chigwell	CHIG.R3	To retain the existing dwelling at No. 126 Manor Road and add a new extension to the front and rear; creating 12 x no. residential units in total; with associated parking, cycle storage, refuse store and amenity space.			Planning Application -EPF/3281/16	No			Development complete.		Ian Ansell	Development Management
<b>Proposals at appeal</b>												

13 - 15a Alderton Hill, Loughton	LOU.R14	Demolition of three dwellings and erection of residential development to provide 89 apartments.	N/A	2028/29	Public inquiry appeal: ref APP/J1535/W/18/3203410	Oct-18	No	No	Initial hearings of Public Inquiry held week of 26/02/2019. Further hearing due to discuss HRA - programmed for September 2019.	Not commenced	Sukhi Dhadwar	Development Management
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**Appendix C - Non allocated Sites**

Site	Description of proposal	PPA status	Application Stage	Local Plan Officer Working Group	Development Management Forum	Quality Review Panel	Timescales / progress update	Section 106 status	Case officer	Team responsible
<b>Pre application submissions</b>										
Crown House, 151 High Road, Loughton	Proposed office, retail and residential development.	N/A	Pre application ref - EF\2019\ENQ\00417	Jun-19	?	?	Pre application meeting carried out. Raised concerns over scale of development, number of units, impact on air quality. Revised proposal to be considered (without prejudice).	Not commenced	Michael Johnson	Development Management
Upper Clapton Rugby & football club	New all weather pitch, alterations to function hall, improved drainage to pitches, alterations to car park and relocation of loodlights, together with enabling development comprising 9 residential dwellings.	N/A	Pre application ref - EF\2019\ENQ\000352	No	N/A	N/A	Pre application meeting carried out. Raised concerns over impact on green belt due to location, inappopriate development for which no very special circumstances have been demonstrated. Applicant reconsidering position.	Not commenced	Michael Johnson	Development Management
Temple Farm, Roydon	Proposed residential development for 250 new dwellings.	N/A	Pre application ref - EF\ENQ\00691	Yes	N/A	N/A	Response sent - 23/08/17.	Not commenced	James Rogers	Development Management
Land North of Pick Hill Waltham Abbey EN9 3LF	123 Dwellings and open space.	TBD	EF\2019\ENQ\00338	May-19	?	?	Pre application meeting carried out. Raised concerns over impact on green belt, flooding, SAC, sustainability.	Not commenced	Sukhi Dhadwar	Development Management
Howards Nursery, Epping Road, Nazeing	Erection of 8 new dwellings.	N/A	EF\2019\ENQ\00511	No	N/A	N/A	Pre application submitted - 07/06/2019	Not commenced	Caroline Brown	Development Management
Kingsfield Nursery, Sewardstone Road, Waltham Abbey	9 Residential properties, associated access, ancillary development, landscaping and public open space.	N/A	Pre application ref - EF\2019\ENQ\00474	Sep-19	N/A	N/A	Pre application submitted - 29/05/19	Not commenced	Sukhi Dhadwar	Development Management
11 The Shrubberies, Chigwell	Demolition of existing single dwelling house and erection of new structure housing 9 flats across 3 floors, including dedicated off-street parking.	N/A	Pre-app ref EF\2019\ENQ\00406	Sep-19	N/A	N/A	Revised scheme submitted	Not commenced	Ian Ansell	Development Management
Shernbroke Road Hostel, 1 - 6 Shernbroke Road, Waltham Abbey, Essex, EN9 3JF	Demolition of existing single dwelling house and erection of new structure housing 9 flats across 3 floors, including dedicated off-street parking.	N/A	Pre-application ref EF\2018\ENQ\00959	No	N/A	N/A	Pre application meeting carried out. Design issues discussed and issues raised. Applicant working up revised proposals.	Not commenced	Michael Johnson	Development Management
Hill House, Waltham Abbey	New build independent living scheme comprising 48 no.1 1 bed flats and 12 no. 2 bed flats, communal facilities and dining cafe aera. Landscaped ground and parking for 30 no. cars including 3no. disabled spaces.	N/A	Pre-application ref EF\2018\ENQ\00665	Oct-19	04/03/2019	24-Jan-19	Now an application.	Not commenced	Sukhi Dhadwar	Development Management
Conquest House, Church Street, Waltham Abbey	Change of use of office (B1a) to residential (C3) to provide 49 self-contained 1 bed units.	N/A	Pre application ref EF\2019\ENQ\00609	No	?	?	Pre application submitted - 28/06/2018	Not commenced	Michael Johnson	Development Management
Eastbrook Hall, Broomstick Hall Road, Waltham Abbey	Erection of 3 storey bulding containing 12 units and the re-development of residential building for more units.	N/A	Pre-application ref EF\2019\ENQ\00605	No	N/A	N/A	Pre application submitted - 27/06/2019	Not commenced	Sukhi Dhadwar	Development Management
233 - 235 Fencepiece Road, Chigwell	Demolition of two existing semi-detached dwellings and replacement with single structure containing 10 new apartments.	N/A	EF\2019\ENQ\00647	Sep-19	N/A	N/A	Pre application submitted - Aug 2019. Pre app response has been given.	Not commenced	Marie-Claire Tovey	Development Management
Land on the southern side of Honey Lane, Waltham Abbey	Proposed construction of a new 75 bed care home, 5 key worker houses, 8 supported living apartments, 4 affordable houses and 6 market houses. Site area 1.06 hectares, Care Home (GIA) - 4030 sqM.	N/A	Pre application ref EF\2019\ENQ\00585	No	?	?	Pre application submitted - 24/06/2019	Not commenced	Francis Saayeng	Development Management

Loughton Health Centre, the Drive, Loughton	Erection of 14 residential units and rebuild health centre.	N/A	Pre application re EF\2019\ENQ\00600	Aug-19	N/A	N/A	Pre application submitted - Aug 2019. Pre app response has been given.	Not commenced	Sukhdeep Jhooti	Development Management
Springfield Nursery, Pick Hill, Waltham Abbey	Erection of 50 new dwellings and associated infrastrcuture.	N/A	Pre application ref EF\2018\ENQ\01076	Aug-19	N/A	N/A	Pre application submitted - 27/09/2018	Not commenced	Sukhi Dhadwar	Development Management
25 Theydon Park Road, Theydon Bois	Demolition of existing dwellings and replacement with 7 no. new dwellings.	N/A	Pre application ref EF\2019\ENQ\00737	No	N/A	N/A	Pre-app response sent - case closed.	Not commenced	Muhammad Rahman	Development Management
Land adjacent to Epping Road and School Road, Toot Hill, Essex	Erection of five new homes and the provision of public open space.	N/A	Pre application ref EF\2019\ENQ\00616	No	N/A	N/A	Awaiting legal advice from Mark Beard QC	Not commenced	Sukhdeep Jhooti	Development Management
Hornes Farm, Mount Road, Epping, CM16 7PH	Proposed redevelopment to provide six agricultural bulidngs and nine new dwellings.	N/A	Pre application ref EF\2019\ENQ\00715	Sep-19	N/A	N/A	Pre application meeting held on 27th September 2019. Ongoing discussions with managers with regards to fall-back position provided by permitted development rights prior to providing written response.	Not commenced	Honey Kojouri	Development Management
Land rear of 176 Honey Lane Waltham Abbey EN9 3BA	Proposed construction of x4 no. dwellings.	N/A	Pre application ref EF\2019\ENQ\00648	No	N/A	N/A	Pre application submitted - 09/07/2019	Not commenced	Caroline Brown	Development Management
Land east of Forest Glade North Weald Essex CM16	Proposed redevelopment to provide 1,548sqm of employment floor space.	N/A	Pre application ref EF\2019\ENQ\00645	Sep-19	N/A	N/A	Pre application meeting held on 27th September 2019. Ongoing discussions with managers with regards to fall-back position provided by permitted development rights prior to providing written response.	Not commenced	Honey Kojouri	Development Management
Paternoster House 69A Paternoster Hill Waltham Abbey EN9 3JY	Two storey block to provide 40 no. additional bedrooms.	N/A	Pre application ref EF\2019\ENQ\00563	Sep-19	N/A	N/A	Pre application submitted - 19/06/2019	Not commenced	Sukhi Dhadwar	Development Management
<b>Planning applications awaiting decision</b>										
North Weald Park (Quinn)	Erection of up to 690 dwellings, including new access route, vehicle parking, landscaping and associated infrastructure.	Signed 18/05/18	Planning application - EPF/1413/18	Jul-18	08/09/2018	27-Sep-18 and 05-Apr-2019	Application registered, discussions with key stakeholders are ongoing. Highways England have a holding direction on the application until October 2019.	Not commenced	Sukhi Dhadwar	Development Management
Land to the north of the Nags Head Public House, Moreton	Application for Outline Planning Permission for the erection of x 7 no. new homes and provision of associated parking, landscaping and access improvements.	N/A	Planning application - EPF/0496/19	No	N/A	N/A	Revised scheme likely to be refused - MBL Neighbourhood Plan	Not commenced	Sukhi Dhadwar	Development Management
Pickerells Farm, Dunmow Road, Fyfield	Change of use of existing building to form 6 no. dwellings with associated amenity space, parking space bin store, bike store, passing bays and skip enclosure.	N/A	Planning application - EPF/0537/19	No	N/A	N/A	Application registered - 12/04/2019	Not commenced	Alastair Prince	Development Management
Broadbanks, 23 Ivy Chimneys Rad, Epping	Demolition of all on site stables and hardstanding; the excavation of part of the site to reduce the levels (with the excavated material to be removed); the provision of access road and turning head along with the erection of x 9 no. detached and semi-detached dwellings including ancillary works and landscaping.	N/A	Planning application ref: EPF/0289/19	No	N/A	N/A	Applicantion refused - greenbelt	Not commenced	Sukhi Dhadwar	Development Management
Land at Gainsborough House, Sheering Lower Road, Sheering	Change of use of Gainsborough House from offices to residential and erection of a two and a half storey extension to create 14 no. flats and revised parking layout.	N/A	Planning application - EPF/0438/19	No	N/A	N/A	Application registered - 07/05/2019	Not commenced	Alex Taylor	Development Management
Middlebrook Industrial Estate, Hoe Lane, Nazeing	Demolition of existing commercial buildings and erection of 20no. detached/semi-detached dwellings and 13no. 'affordable' houses with associated off-street parking, private gardens and landscaping.	N/A	Planning application - EPF/1201/19	Jul-19	N/A	N/A	EOT revised plas	Not commenced	Sukhi Dhadwar	Development Management

Netherhouse Farm, Sewardstone Road, Waltham Abbey	Change of use of land to a woodland cemetery and crematorium with the erection of a meeting hall and associated buildings. (Variation to previously approved application ref. EPF/0526/17).	N/A	Planning application - EPF/0599/19	No	N/A	N/A	Application registered - 05/04/2019	Not commenced	Alex Taylor	Development Management
Low Hill Nuresery, Sedge Green, Nazeing	Replacement of existing caravans with permanent building containing accommodation for 10 nursery workers.	N/A	Planning application - EPF/3339/18	No	N/A	N/A	Application registered - 12/02/2019	Not commenced	Alex Taylor	Development Management
Woodredon House, Woodredon Farm Lane, Waltham Abbey	Conversion and change of use of former care home including the removal of side extensions and replacement with one storey side extension to provide x 10 no. apartments (C3) with cart-lodge style garaging.	N/A	Planning application - EPF/0729/19	No	N/A	N/A	Application registered - 23/05/2019	Not commenced	Alex Taylor	Development Management
New Barns Farm, Epping Road, Roydon	Conversion of redundant farm buildings to seven residential (C3) units, demolition of sections of buildings and associated works.	N/A	Planning application - EPF/3120/18	No	N/A	N/A	Application registered - 20/03/2019	Not commenced	Alex Taylor	Development Management
Garages to the rear of nos.13-43, Charles Street, Epping	Demolition of the existing garage buildings and the erection of 9 x 2 bedroom mews houses, with associated landscaping, parking, bike and refuse stores.	N/A	Planning application - EPF/3426/18	No	N/A	N/A	Application registered - 11/01/2019. Committee resolution to grant. Post-decision Transport Assessment submitted.	Not commenced	Sukhi Dhadwar	Development Management
Langley and Mile Nurseries, Crooked Mile, Waltham Abbey	Outline planning application for a residential development comprising up to x 52 no. dwellings (including 40% affordable housing) with vehicular access from Crooked Mile, associated open space, children's play area and ancillary works.	N/A	Planning application - EPF/0695/19	Apr-19	?	?	Application registered - 03/04/2019 - Applicant is commissioning further work on transport and air quality.	Not commenced	Alex Taylor	Development Management
Land at Nine Ashes Road, High Ongar	Erection of 8 affordable dwellings and 3 open market dwellings.	N/A	Planning application - EPF/1137/18	Jun-19	N/A	N/A	Application registered 03/05/2018	Not commenced	Alex Taylor	Development Management
High House Farm, Stapleford Road, Stapleford Abbots	Construction of 27 new dwellings, including 7 affordable dwellings, with associated infrastructure, parking, public open space and landscaping.	N/A	Planning application EPF/2708/18	Nov-18	N/A	N/A	Application refused by Area Plans East Committee on 12/06/19	Not commenced	Ian Ansell	Development Management
Chigwell Garden Centre, High Road, Chigwell	Demolition and removal of existing dwelling, storage buildings, associated commercial structures and car park, and the erection of a 100 bedroom high-quality care home with associated access, vehicle parking, hard and soft landscaping, structural landscaping and site infrastructure.	N/A	Planning application EPF/3195/18	Apr-19	N/A	17-May-19	Applicants reviewing options from Local Plan Inspector's report. Policy Team input required on need for specialist housing.	Not commenced	Ian Ansell	Development Management
158 Queens Road, Buckhurst Hill	Erection of a new, part two and part three storey building to the rear of the property containing 7 flats.	N/A	Planning application EPF/0694/19	No	N/A	N/A	Application refused, appeal lodged.	Not commenced	Ian Ansell	Development Management
42 Stradbroke Drive, Chigwell	Demolition of existing house including garage and pool annex and construction of x 10 no. residential units.	N/A	Planning application EPF/0531/19	No	N/A	N/A	Application refused, no further developments.	Not commenced	Ian Ansell	Development Management
Mossford Green Nursery, Abridge Road, Theydon Bois	Demolition of existing buildings, clearance of open storage and dwelling and erection of 19 dwellings (8 x 3 bed, 11 x 4 bed).	N/A	Planning application EPF/3379/18	No	N/A	N/A	Awaiting applicant review.	Not commenced	Ian Ansell	Development Management
Site 2, Chigwell Grange, High Road, Chigwell	Redevelopment to provide a new residential building comprising a total of 57 homes with associated amenity space, landscaping, car and cycle parking.	N/A	PLanning application EPF/2155/18	Nov-18	?	Intended, current delay at applicants request	Applicants reviewing options following Local Plan Inspector's report.	Not commenced	Ian Ansell	Development Management
1, 3 and 5 Stonards Hill, Epping	Redevelopment to form 28 no. apartments for older people, guest apartment, communal facilities, access, car parking and landscaping (Amended application to EPF/0947/17).	N/A	EPF/0887/19	Sep-19	N/A	N/A	Recommended for refusal.	Not commenced	Sukhi Dhadwar	Development Management
36 Highbridge Street, Waltham Abbey	site redevelopment, comprising retention of the commercial use at ground floor level and conversion of the existing building at partial ground floor and upper levels to provide 6 dwellings, incorporating the removal extensions; the provision of two new build blocks to provide 4 dwellings.	N/A	Planning application - EPF/2841/18	Sep-19	N/A	N/A	Recommended for refusal.	Not commenced	Sukhi Dhadwar	Development Management
38 Honey Lane, Waltham Abbey	Demolition of existing dwelling and erection of residential apartment block to contain 14 dwellings.	N/A	Planning application - EPF/0140/19	No	N/A	N/A	Application refused.	Not commenced	Alastair Prince	Development Management
404 Fencepiece Road, Chigwell	Application for Outline Planning Permission for demolition of existing dwelling & the erection of a building comprising x10 no. self-contained apartments with associated car parking & amenities.	N/A	Planning application - EPF/1051/19	Jul-19	N/A	N/A	Application refused.	Not commenced	Sukhdeep Jhooti	Development Management

Duke of Wellington PH, 36 High Street, Epping	Demolition of existing public house & ancillary outbuildings & erection of three storey building addressing High Street comprising 189 square metres of ground floor flexible retail/financial and professional services/food and drink/drinking establishments/hot food and takeaway (Use Classes A1/A2/A3/A4/A5) with six x two bedroom flats and two x one bedroom flats at first and second floors, one pair of two storey, three bedroom, semi-detached houses addressing Hemnall Street and formation of one altered vehicle accesses onto High Street and one new access onto Half Moon Lane to serve parking and manoeuvring areas.	N/A	Planning application - EPF/1047/19	Jul-19	N/A	N/A	Application refused.	Not commenced	Sukhi Dhadwar	Development Management
113 Church Hill, Loughton	Residential development of x10no. apartments with associated parking and external amenity space. (Revised application to EPF/0610/18).	N/A	Planning application - EPF/1471/19	Sep-19	N/A	N/A	Agreed in principle at Area Planning Committee subject to S.106 agreement re: SAC.	Not commenced	Ian Ansell	Development Management
The Orchard, Fingirth Hall Lane, High Ongar	Demolition of existing house and outbuildings and erection of 9 dwellings.	N/A	Planning application - EPF/1402/19	Aug-19	N/A	N/A	Revised application under consideration for 5 units.	Not commenced	Ian Ansell	Development Management
18 High Elms, Chigwell, IG7 6NF	The demolition of the existing dwelling house & proposed erection of a three-storey (and basement level), 9 dwelling block on site.	N/A	Planning application - EPF/0406/19	No	N/A	N/A	Application withdrawn	Not commenced	Sukhdeep Jhooti	Development Management
Station House, 114 High Road, Chigwell, IG7 6NT	Demolition of existing buildings & erection of x6 no. residential units alongside associated access, open space, landscaping and parking. If you are viewing this report in an electronic format, click on the link below to view related documents including plans.	N/A	Planning application - EPF/1621/19	No	N/A	N/A	Application registered - 11/07/2019	Not commenced	Marie-Claire Tovey	Development Management
Piggotts Farm, Abridge Road, Theydon Bois, Epping, RM4 1TX	Proposed total of x6 no. residential houses, of x2 no. two-bedroom houses, x2 no. three bedroom houses & x2no. four-bedroom houses to replace the 8 existing barns on site. If you are viewing this report in an electronic format, click on the link below to view related documents including plans.	N/A	Planning application - EPF/1656/19	Aug-19	N/A	N/A	Negotiations continuing.	Not commenced	Ian Ansell	Development Management
Cock and Magpie Public House, Epping Road, Epping Green, Essex, CM16 6PU	Application for Outline Planning Permission for the demolition of an obsolete former Public House, change of use of land and re-development to provide x 10 no. new dwelling houses, including ancillary works.	N/A	Planning application - EPF/0952/19	Sep-19	N/A	N/A	Recommended for refusal.	Not commenced	Sukhvinder Dhadwar	Development Management
51 High Road, Loughton	Demolition of existing dwelling and erection of 9 new apartments.	N/A	Planning application EPF/1860/19	Sep-19	N/A	N/A	Recommended to South Planning Committee 23/10/2019.	Not commenced	Muhammad Rahman	Development Management
Chigwell Primary School, High Road, Chigwell	Construction of new Chigwell Primary Academy school, followed by demolition of existing buildings and creation of new playing field and playground, together with residential development comprising 59 number dwellings, together with car parking, garden spaces, vehicular access from High Road (A113), external landscaping & associated development.	?	Planning application - EPF/1681/19	No	?	?	Application registered, under review.	Not commenced	Ian Ansell	Development Management
Former Little Chef Restaurant, Epping Road, North Weald Bassett	Change of use of vacant building from former Little Chef Restaurant Class A3 to 8 x Hotel Serviced Apartments (4 x 2 bed units and 4 x 1 bed units), C1 incorporating alterations to facades and roof, first floor and rear extensions, with associated vehicle parking and bicycle storage, including enclosed waste and recycling storage.	N/A	Planning application EPF/1517/19	Aug-19	N/A	N/A	Withdrawn - non-starter due to greenbelt & close proximity to homeless accommodation.	Not commenced	Sukhi Dhadwar	Development Management
Playing Fields Waltham Abbey Leisure Centre & Community Centre Hillhouse Ninefields Waltham Abbey Essex EN9 3EH	Reserved matters application to EPF/2207/16 following outline consent for Health Centre building; 60 Independent Living Older Persons Apartments Building (Use Class C2 - with a minimum of 6 hours care to be provided per week for each apartment) minimum 40% affordable; Leisure Centre and Swimming Pool Building (to include Fitness Suite and Community Hall) ; Open Space including a mini soccer grass pitch for use by under 7/8 year olds and footpaths; Ancillary development including three vehicular accesses off Hillhouse, car parking, and SUDs Infrastructure and demolition of Ninefields Community Centre Building.	N/A	Planning application- EPF/1876/19	No	N/A	N/A	Application registered 14/08/2019	Not commenced	Sukhi Dhadwar	Development Management
101 Manor Road, Chigwell	Demolition of existing pair of semi-detached dwellings and erection of seven self-contained units part three and part two with roof space storeys (3x three bed and 4x two bed) creating low level 14 car park spaces and 9 cycle park spaces within the low level building.	N/A	Re-submission EPF/2174/19	Sep-19	N/A	N/A	Being assessed maybe refused	Not commenced	Sukhdeep Jhooti	Development Management
C W S Nursery Hoe Lane Nazeing Essex EN9 2RJ	Application for Variation of Condition (additional proposed condition) for the erection of glasshouses (6.9ha) together with associated access roads, parking areas and balancing ponds.(Ref: EPF/2555/17).	N/A	Planning application - EPF/2000/19	No	N/A	N/A	Application registered 22/08/2019	Not commenced	Sophie Ward Bennett	Development Management
North Weald Golf Club Rayley Lane North Weald Epping Essex CM16 6AR	Application for Approval of Details Reserved by Condition 16 "residential travel information pack" for EPF/0183/15. (Replacement of existing buildings with a three storey building to accommodate x 20 no. apartments).	N/A	Planning applicaton - EPF/1948/19	No	N/A	N/A	Application registered 14/08/2019	Not commenced	Sophie Ward Bennett	Development Management

Land adj. to Ninnings Middle Street Nazeing Essex EN9 2LH	Outline application for erection of up to x 7 no. dwellings with new vehicular access.	N/A	Planning application - EPF/0265/19	No	N/A	N/A	Application registered 30/04/2019	Not commenced	Caroline Brown	Development Management
160 Manor Road Chigwell Essex IG7 5PX	Application for Variation of Condition 2 'plan numbers' for EPF/3438/17. (Building slightly extended and internal layout changed to allow for x 9 no. flats. Rear extension at basement level. Compliant parking and updated landscape).	N/A	Planning application - EPF/1990/19	No	N/A	N/A	Variation to existing permitted scheme (no increase in unit numbers) - under review.	Not commenced	Ian Ansell	Development Management
Chime Garden Centre Old Nazeing Road Nazeing Essex EN10 6RJ	Application for Variation of Condition 2 - "completed strictly in accordance with the approved drawings" for EPF/1351/18. (Demolition of site buildings and redevelopment to provide x 33 no. new homes).	N/A	Planning application - EPF/1954/19	No	N/A	N/A	Application registered 20/08/2019	Not commenced	Francis Saayeng	Development Management
Chime Garden Centre Old Nazeing Road Nazeing Essex EN10 6RJ	Application for approval of details reserved by condition 19 'Surface Water Drainage System Maintenance' of EPF/1351/18 (Demolition of site buildings and redevelopment to provide 33 new homes).	N/A	Planning application - EPF/2185/19	No	N/A	N/A	Application registered 17/09/2019	Not commenced	Sophie Ward Bennett	Development Management
Land & Garages Pentlow Way Buckhurst Hill Essex	Application for Approval of Details Reserved by Condition 10 "Phase 1 Contamination Report" for EPF/2650/17 (x 7 no. affordable homes with 12 parking spaces).	N/A	Planning application - EPF/2012/19	No	N/A	N/A	Phase 1 Report has been sent off to our consultants for review, applicant is yet to submit a valid Phase 2 Contamination Report.	Not commenced	James Ruffini Davis	Development Management
Threeways Nursery Sedge Green Roydon Essex CM19 5JS	Demolition of a part of existing glasshouses; change of use, conversion and extension of remainder to form x 12 no. units of mixed light industrial and storage use. (Amendment to EPF/2278/17).	N/A	Planning application - EPF/2041/19	No	N/A	N/A	Application registered 28/08/2019	Not commenced	Caroline Brown	Development Management
Woodlands Farm Stapleford Road Stapleford Abbots Essex RM4 1EJ	Approval of details reserved by conditions 3 'materials', 10 'Flood Risk assessment' and 11 'Construction Management Plan' of EPF/1009/19 (Demolition of a dwelling and buildings with development of x 9 no. detached houses).	N/A	Planning application - EPF/2055/19	No	N/A	N/A	Discharge of conditions app. Can't be discharged due to SAC.	Not commenced	Sukhdeep Jhooti	Development Management
Land & Garages Woollard Street Waltham Abbey Essex	Application for Approval of Details Reserved by Condition 8 "Phase 1 Contamination Report" for EPF/2170/17. (x 9 no. affordable homes with 19 parking spaces).	N/A	Planning application - EPF/2009/19	No	N/A	N/A	Phase 1 Report has been sent off to our consultants for review, applicant is yet to submit a valid Phase 2 Contamination Report.	Not commenced	James Ruffini Davis	Development Management
Tesco Stores Limited Sewardstone Road Waltham Abbey Essex EN9 1NP	Application for Approval of Details Reserved by Condition 12 "detailed remediation scheme" for EPF/0937/18. (Erection of x 52 no. 'Retirement Living' (Category II Sheltered Housing) apartments for the elderly with associated communal facilities, car parking and landscaping).	N/A	Planning application - EPF/2084/19	No	N/A	N/A	Application registered 30/08/2019	Not commenced	Sophie Ward Bennett	Development Management
Moor Hall Stables Moor Hall Road North Matching Essex CM17 0LP	Proposed replacement of stable buildings with new dwellings along with new dwellings to provide 6 new units with associated parking and landscaping.	N/A	Planning application - EPF/1305/19	Sep-19	N/A	N/A	Application will be refused.	Not commenced	Sukhi Dhadwar	Development Management
18 Russell Road Buckhurst Hill Essex IG9 5QJ	Proposed erection of x 5 no. dwellings with associated infrastructure and landscaping.	N/A	Planning application - EPF/1909/19	Sep-19	N/A	N/A	Awaiting amendments.	Not commenced	Muhammad Rahman	Development Management
Woodview Lambourne Road Chigwell Essex IG7 6HX	Variation of condition 7 of EPF/2473/16 'Landscaping' (Demolition of 22 bedroom residential dwelling and associated 3 bedroom retirement dwelling and garage/outbuildings, and replacement with a new three storey 72 bed care home and one three storey block containing 25 retirement living apartments, together with 51 car parking spaces and landscaping) to provide alternative landscaping proposal.	N/A	Planning application - EPF/2209/19	No	N/A	N/A	Application registered 18/09/2019. Not a full planning app but a variation of condition to allow alterations to the landscaping scheme - therefore should be taken off the list.	Not commenced	Marie-Claire Tovey	Development Management
4 Kendal Avenue Epping CM16 4PN	Demolition of the existing detached house and replacement with a highly detailed new mansion building containing six apartments.	N/A	Planning application - EPF/2206/19	No	N/A	N/A	Application registered 19/09/2019	Not commenced	Francis Saayeng	Development Management
Woodside Caravan Site Woodside North Weald Bassett Epping CM16 6LD	Application for Approval of Details Reserved by Conditions 5,9,10,11,15,17 & 18 for EPF/0032/19. Condition 5 "restoration scheme", 9" hard & soft landscape works", 10"protecting all trees & hedging", 11"enclosure around the site", 15"highway access", 17"closing up the existing field access" & 18"foul and surface water," for EPF/0032/19.(Application for variation of Conditions 3 for EPF/0988/16 (One additional static caravan & x1 touring caravan on an existing Gypsy site, with two associated parking spaces, a security gate at the entrance to the site (with brick pillars and associated walls) together with perimeter fence running adjacent to the boundary.	N/A	Planning application - EPF/2113/19	No	N/A	N/A	Application registered 18/09/2019	Not commenced	Sukhi Dhadwar	Development Management

Middlebrook Industrial Estate Hoe Lane Nazeing Essex EN9 2RJ	Demolition of existing commercial buildings and erection of 20 no. detached/semi-detached dwellings and 13 no. 'affordable' houses with associated off-street parking, private gardens and landscaping. Amendment: reduce the number of units to 29 dwellings and provision of open space.	N/A	Planning application - EPF/1201/19	No	N/A	N/A	Application registered 13/06/2019 revised information submitted.	Not commenced	Sukhi Dhadwar	Development Management
<b>Applications determined awaiting S106 to be signed</b>										
69 Farm Hill Road, Waltham Abbey	Demolition of bungalow and erection of two, two storey linked blocks to provide 4 x 1 bedroomed flats and 2 x 2 bedroomed flats with associated car parking, bin and bike stores, amenity and landscaping.	N/A	Planning application - EPF/3381/18	No	N/A	N/A	Planning permission granted subject to Section 106 (SAC recreation and air quality)	In progress	Alex Taylor	Development Management
1 Tomswood Road, Chigwell	Demolition of existing and proposed apartment block (seven flats).	N/A	Planning application EPF/0840/18	No	N/A	N/A	Planning permission granted subject to Section 106 (SAC recreation and air quality)	In progress	Ian Ansell	Development Management
Tylers Cross Nursery, Epping Road, Nazeing	Demolition of part of existing glasshouses; change of use and conversion of remainder to form 20 units in mixed light industrial and storage use (Class B1/B8).	N/A	Planning application - EPF/1619/18	No	N/A	N/A	Planning permission granted subject to Section 106 (SAC recreation and air quality).	In progress	Alex Taylor	Development Management
Stapleford Farm, Oak Hill Road, Stapleford Abbots	Cease existing use of land as a breakers yard, car repairs and storage with removal of all associated buildings and replacement with x 8 no. single storey dwellings.	N/A	Planning application EPF/0238/19	No	N/A	N/A	Planning permission granted subject to Section 106 (SAC recreation and air quality).	In progress	Ian Ansell	Development Management
<b>Planning applications with decision issued</b>										
6 Church Street, Waltham Abbey	Proposed conversion of office building B1 to 12 residential apartments C3 and installation of 8 x velux windows in the roof slopes.	N/A	Planning application - EPF/0741/18	No	N/A	N/A	Decision issued, planning permission granted.	Complete	Alex Taylor	Development Management
<b>Proposals at appeal</b>										
69 Church Hill, Loughton	Demolition of the existing bungalow and replacement with a block of 10 apartments.	N/A	Written reps appeal: APP/J1535/W/19/3224739	No	N/A	N/A	Awaiting decision	N/A	Sukhi Dhadwar	Development Management
60 Traps Hill, Loughton	The demolition of an existing 2-3 storey detached house and the development of a new 2-3 storey building consisting of 7 flats (2 x 1 bed, 5 x 3 bed) and including 9 no. car parking spaces, cycle stores and bin stores.	N/A	Written reps appeal: APP/J1535/W/18/3209460	No	N/A	N/A	Appeal dismissed.	N/A	Ian Ansell	Development Management
The Ridings, Manor Road, Loughton	Demolition of a two storey 5 bedroom house and construction of two new 2 storey plus roof accommodation apartment blocks of 7 units each, with associated basement car parking.	N/A	Appeal EPF/3039/18	No	N/A	N/A	Awaiting decision	N/A	Muhammad Rahman	Development Management

**Appendix D - Quality Review Panel**

<b>Scheme reviewed</b>	<b>Epping Forest Dsistrict Council (EFDC) / Harlow and Gilston Garden Town (HGGT) review</b>	<b>Pre-application/ Application/ Other</b>	<b>Date of review</b>	<b>Scheme Type</b>	<b>Local Plan reference</b>	<b>Type of review</b>	<b>Report: Confidential/ On website</b>	<b>Lead Officer</b>	<b>Team responsible</b>
Land North of Dowding Way	EFDC	Pre-application	26/04/2018	Commercial Site	WAL.E8	Formal	Confidential	James Rogers	Implementation
HGGT Spatial Vision	HGGT	Other	24/05/2018	Strategy document	n/a	Formal	On website	HGGT	HGGT
HGGT Design Charter	HGGT	Other	19/07/2018	Strategy document	n/a	Formal	On website	HGGT	HGGT
Gilston Masterplan	HGGT	Pre-application	19/07/2018	Strategic Masterplan	n/a	Formal	n/a	East Herts	East Herts
HGGT Sustainable Transport Corridor Study	HGGT	Other	26/07/2018	Evidence-base document	n/a	Formal	Confidential	HGGT	HGGT
Nazeing Glassworks	EFDC	Pre-application	16/08/2018	Mixed use masterplan	NAZE.E3	Formal	Confidential	Graham Courtney	Implementation
North Weald Park	EFDC	Application	27/09/2018	Mixed use masterplan	Not allocated	Formal	On website	Sukhi Dhadwar	Development Management
Land North of Dowding Way	EFDC	Application	11/10/2018	Commercial Site	WAL.E8	Second Formal	Confidential	James Rogers	Implementation
Latton Priory	EFDC / HGGT	Pre-application	11/10/2018	Strategic Masterplan	SP 5.1	Formal	Confidential	Graham Courtney	Implementation
HGGT Design Guide	HGGT	Other	11/10/2018	Strategy document	n/a	Chair's Review	On website	HGGT	HGGT
HGGT Transport Strategy	HGGT	Other	11/10/2018	Strategy document	n/a	Formal	Confidential	HGGT	HGGT
13-15a Alderton Hill	EFDC	Application	02/11/2018	Specialist Housing	LOU.R11	Formal	On website	David Baker	Development Management
Gypsy Mead site	EFDC	Pre-application	22/11/2018	Housing (under 50 units)	FYF.R1	Formal	Confidential	Nigel Richardson	Development Management
Land at Oak Hill Road	EFDC	Pre-application	14/12/2018	Housing (under 50 units)	STAP.R1	Formal	n/a	Jonathan Doe	Development Management
Harlow Town Centre AAP	HGGT	Other	11/01/2019	Policy document	n/a	Formal	Confidential	Harlow	Harlow
Hill House	EFDC	Pre-application	24/01/2019	Specialist Housing	Previous Outline application	Formal	Confidential	Ishita Sheth	Development Management
Gilston Village 7	HGGT	Pre-application	22/02/2019	Strategic Masterplan	n/a	Formal	n/a	East Herts	East Herts
Gilston River Crossings	HGGT	Pre-application	22/02/2019	Infrastructure	n/a	Formal	n/a	East Herts	East Herts
287-291 High Street, Epping	EFDC	Pre-application	28/03/2019	Housing (under 50 units)	EPP.R10	Chair's Review	Confidential	Ishita Sheth	Development Management
Land at Greensted Road	EFDC	Pre-application	28/03/2019	Housing (50+ units)	ONG.R5	Formal	Confidential	Ian Ansell	Development Management
Water Lane	EFDC / HGGT	Pre-application	28/03/2019	Strategic Masterplan	SP 5.2	Formal	Confidential	Graham Courtney	Implementation
Latton Priory	EFDC / HGGT	Pre-application	05/04/2019	Strategic Masterplan	SP 5.1	Second Formal	Confidential	Graham Courtney	Implementation
North Weald Park	EFDC	Application	05/04/2019	Mixed use masterplan	Not allocated	Second Formal	On website	Sukhi Dhadwar	Development Management
HGGT Healthy Town Framework	HGGT	Other	03/05/2019	Strategy document	n/a	Chair's Review	Confidential	HGGT	HGGT
Chigwell Nursery Site	EFDC	Application	17/05/2019	Specialist Housing	Not allocated	Formal	On website	Ian Ansell	Development Management
Land at Oak Hill Road	EFDC	Pre-application	17/05/2019	Housing (under 50 units)	STAP.R1	Second Formal	Confidential	Ian Ansell	Development Management
Harlow Town Centre AAP	HGGT	Other	17/05/2019	Policy document	n/a	Chair's Review	n/a	Harlow	Harlow
North Weald Bassett Masterplan	EFDC	Pre-application	14/06/2019	Strategic Masterplan	NWB.R1-R5, NWB.T1	Formal	Confidential	James Rogers	Implementation
Round Hills, Former Swimming Pool site	EFDC	Pre-application	12/07/2019	Housing (under 50 units)	WAL.R6	Formal	Confidential	James Rogers	Implementation
Borders Lane Playing Fields	EFDC	Pre-application	09/08/2019	Housing	LOU.R4	Formal	Confidential	Michael Johnson	Development Management
Land North of Dowding Way	EFDC	Application	19/08/2019	Commercial Site	WAL.E8	Formal	Confidential	James Rogers	Implementation
Land at former Epping Forest College site	EFDC	Pre-application	09/08/2019	Residential	LOU.R9	Formal	Confidential	Marie Claire	Development Management
Water Lane - West Sumners	EFDC / HGGT	Pre-application	06/09/2019	Strategic Masterplan	SP 5.2	Formal	Confidential	Graham Courtney	Implementation
St John's Road	EFDC	Pre-application	04/10/2019	Mixed use masterplan	EPP.R4	Formal	Confidential	Graham Courtney	Implementation

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## SCRUTINY



### **Report to Stronger Place Select Committee**

**Date of meeting: 9 December 2019**

**Portfolio:** Commercial & Regulatory Services (Councillor A. Patel)

**Subject:** Local Air Quality - Vehicle Emissions

**Officer contact for further information:** J. Nolan (01992 564083)

**Democratic Services Officer:** V. Messenger (01992 564265)

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#### **Recommendations/Decisions Required:**

**That the Committee note the position with regard to the enforcement of current legislation relating to air quality.**

1. This report explains the role and responsibilities that officers have in respect of air pollution caused by vehicle emissions as requested by the Overview and Scrutiny Committee at its meeting on 16 July 2019. This covers monitoring, enforcement and education and awareness.
2. Local Air Quality Management (LAQM) places a statutory requirement on local authorities to assess their districts and identify areas of elevated air pollution. This is a staged approach designed to be reviewed yearly to ensure that any changes, such as new developments and changes to traffic are considered and reviewed appropriately.
3. Under Local Air Quality Management, the Public Health Team are responsible for monitoring Air Quality and identifying areas in the district of elevated air pollution. Where elevated concentrations are identified, the Council must declare an Air Quality Management Area (AQMA) and put in place the required actions to bring about a reduction in concentrations to below the objective level in the shortest possible time period. These actions are published in an Air Quality Action Plan document which is submitted to DEFRA for approval and which form the basis of strategic decisions informed by the Local Plan. Whilst the Council will want to improve air quality throughout the district generally, the purpose of the Air Quality Action Plan is to bring about the necessary improvements to air quality within the AQMAs.
4. The Epping Forest District has one AQMA – Bell Common where concentrations are elevated here due to the volumes of vehicles, and the start stop nature of the traffic due to the traffic lights. The solution is not straightforward, and each option will have wider implications. As such an update of the Councils Action Plan document which will consider options for improving the air quality at Bell common is currently on hold, pending an outcome of the Local Plan and in particular the issues around the Epping Forest Special Area of Conservation (SAC).
5. In terms of identifying areas of poor air quality in the district caused by vehicle emissions, the Public Health team have set up monitoring sites that measure nitrogen dioxide by passive diffusion tubes to provide monthly average concentrations. This is a DEFRA approved method for measuring vehicle pollution and the results are reported on each year. Defra consider our results and proposals to ensure that we are acting appropriately to monitor concentration levels and move to bring about the required

reductions.

6. The Public Health Team undertake a review of all monitoring sites on an annual basis to ensure that the areas included in the monitoring programme are appropriate. Additional sites may be set up where further monitoring is considered necessary to better understand the distribution of pollution in a particular area, or where we have concerns about potentially elevated concentrations of pollution through information provided by Councillors or members of the public. The areas where additional monitoring has been set up recently are Chigwell (junction of Fencepiece Road), Buckhurst Hill (near the tube station), Ongar (High Street) and Epping (Tube Station and by Bell Common).
7. The Council has certain enforcement powers under The Road Traffic (Vehicle Emission) (Fixed Penalty) (England) Regulations 2002 to tackle vehicle pollution and officers are authorised to issue fixed penalty notices (FPN) amounting to £20 where drivers fail to turn their engines off. However, the legislation is phrased such that officers must first ask a driver to turn off their engine; if they do so, a notice and fine cannot be issued. The result is that to date no FPN has been issued and in practice the additional powers are used as a means of educating and encouraging behavioural change. The main focus of this work at present is at Epping Station, where an officer has been engaging with any drivers, including bus drivers and taxi drivers, seen idling their vehicle. The bus companies and taxi operators have received letters informing them to instruct drivers to switch off their engines when stationary, for other than picking up or dropping off. We have received no complaints regarding Loughton tube station. It should also be noted that we are unable to enforce on private land and therefore idling outside Debden, Theydon Bois, Chigwell and Buckhurst Hill stations are out of scope.
8. The Council has participated in the last three years to the 'National Clean Air Day Campaign'. This has included engagement via email to schools prior to the day, for forwarding onto parents informing them of the campaign and some schools have used the day to promote environmental issues in lessons. Literature has also been sent to libraries, NHS sites and town councils. The Council has used social media to publicise Clean Air Day more widely and officers, each year, have attended a school from where complaints of idling vehicles have been received. This year, the Commercial and Regulatory Services Portfolio Holder attended Epping Primary School with the Public Health Team.
9. The Public Health Team have just taken receipt of five large banners, of which two have been erected at Epping tube station. The others will be erected at sites to be identified where idling has been raised as a problem. It is proposed to erect banners at Bell Common subject to identification of location and display infrastructure that is suitable for road side.
10. Going forward, the Public Health Improvement Officer will be looking to develop a working group, involving staff from relevant service areas within the Council, that will be focussed on tackling particular public health issues. This could include Clean Air Day and a range of measures and initiatives around this. In addition, a West Essex joint communications group is being developed with the aim of coordinating campaigns across all authorities in West Essex. The group will be comprised of the Clinical Commissioning Group, local authorities, Princess Alexandra Hospital and voluntary sector organisations and will be able to include the promotion of green initiatives or campaigns jointly.

**Resource implications:**

Existing resources.

**Legal and Governance Implications:**

No additional implications.

**Safer, Cleaner, Greener Implications:**

For noting only.

**Consultation Undertaken:**

None.

**Background Papers:**

None.

**Impact Assessments:**

***Risk Management***

For noting only

***Equality:***

For noting only

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