
COUNCIL

BULLETIN

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Compiled, designed and produced by
Member Services

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Epping Forest District Council
www.eppingforestdc.gov.uk



PART A - FORWARD DIARY

Key to abbreviations:

CC	Council Chamber	Cab Off	Cabinet Office
CR1	Committee Room 1	CONF	Conference Room (1st floor)
CR2	Committee Room 2	CH OFF	Chairman of Council's Office
MR	Members' Room	TR RM	Training Room
TBD	To be decided	HEM	Hemnal Street Offices.
TBN	To be noted	HH	Homefield House
TBC	To be confirmed	ESC	Epping Sports Centre

Other venues are shown in full.

Week One: 13 April 2020 – 19 April 2020

Monday 13 April			
Tuesday 14 April		Stronger Council Select Committee - Postponed	
Wednesday 15 April		Local High Streets Task & Finish Panel - Postponed	
Thursday 16 April		Local Plan Cabinet Committee - Cancelled	
Friday 17 April			
Saturday 18 April			
Sunday 19 April			

Week Two: 20 April 2020 – 26 April 2020

Monday 20 April			
Tuesday 21 April		Stronger Communities Select Committee - Postponed	
Wednesday 22 April	2.00pm	Waste Management Partnership Board Area Planning Sub Committee South Postponed	Former CE office
Thursday 23 April	7.00pm	Cabinet	CC
Friday 24 April			
Saturday 25 April			
Sunday 26 April			

Week Three: 27 April 2020 – 3 May 2020

Monday 27 April	7.00pm	Joint Consultative Committee	CR1
Tuesday 28 April		Off Street Car Parking Contract Monitoring - Postponed Finance and Performance Management Cabinet Committee - Cancelled	
Wednesday 29 April	6.30pm 7.30pm	Briefing - Area Planning Sub Committee East Area Planning Sub Committee East	CR1 CC
Thursday 31 April			
Friday 1 May			
Saturday 2 May			
Sunday 3 May			

Week Four: 4 May 2020 – 10 May 2020

Monday 4 May			
Tuesday 5 May	7.00pm	Epping Forest Youth Council	CC
Wednesday 6 May			
Thursday 7 May			
Friday 8 May			
Saturday 9 May			
Sunday 10 May			

PART B - ESSENTIAL INFORMATION

Committee Management System

The members' extranet facility for the Modern.Gov system is available at:

<https://eppingforestextranet.moderngov.co.uk/extranet>

Members may wish to save this link on their computer or mobile devices. Queries concerning login and password details for the extranet should be addressed to the Democratic Services Manager.

Constitution

The Council's Constitution is available at:

<https://rds.eppingforestdc.gov.uk/ieListMeetings.aspx?CIId=638&Info=1>

Queries concerning the Constitution should be addressed to the Democratic Services Manager

ECC Highways Portal

Up to date details of all Highways work is available at:

<https://www.essexhighways.org/Transport-and-Roads.aspx>

PART C - GENERAL INFORMATION

1. COVID 19 LEADERSHIP UPDATE

We will be updating Members with key information from the Leadership team each week. Should you require further information please contact MemberContact in the usual way.

- Latest EFDC Staffing Position
 - 59 people in isolation of whom 20 show Covid-19 symptoms.
 - 32 people returned to work.
 - 427 remotely connected users.
 - 16.5% load on ICT connectivity
- ICT van redeployed from equipment delivery to Cat B food delivery.
- Virtual meeting of Cabinet on 15 April to held in MS Teams and Public I Webcaster.
- Business Grants – cheques being sent out – about £1million by end of Thursday.
- Revs and Bens and Contact Centre OK at moment
- Council Tax income down only marginally on this period last year. Further comparisons to be done in coming weeks.
- Potential upsurge in Cat B calls anticipated in coming days. However, Cat B experience where letters have gone out in Brentwood and Basildon not producing very large number of calls.
- Still awaiting Operation Shield Cat B text out. Cat B are decided by NHS records held on the residents health, the GP surgeries will be sending these text messages out.
- Have received Cat A names – of 272 residents 103 have special dietary requirements. EFDC distribution hub at Epping Sports centre supplied by wholesalers. Only able to provide standard food packages. Cat A are residents that have been identified as Extremely Vulnerable by the NHS records held.
- Contact between repairs staff and tenants kept to minimum – using mobile phones and asking tenants to stay in other rooms while urgent repairs carried out. Repairs staff taking vehicles home and receiving job allocations at home.
- As a public service – EFDC cannot furlough staff – expected to continue pay.
- Two cases of coronavirus identified in Council sheltered housing schemes – one resident passed away in hospital.
- Communal areas of sheltered schemes to be closed.
- Police traffic orders to close access to parts of Epping Forest inc High Beach over Bank Holiday.

- Bank Holiday refuse and recycling arrangements to be advertised on website.

2. REGULATORY SERVICE UPDATE

Members are advised of the following changes to service provision within the Regulatory Service that have been brought about as a result of the Coronavirus emergency:

Business and Corporate Team: responsibility for food safety, health and safety and public health

Routine food safety and health and safety inspections have been put on hold as the Team now concentrate on ensuring that businesses comply with the new Coronavirus Regulations, that require the closure of premises and businesses and restrictions on movement and gatherings. Environmental Health officers, Licensing Team and Police are working closely to share information and support each other. An Essex-wide protocol has been developed between the Police and Local Authorities to ensure good communication and a consistent enforcement approach.

The Team are communicating with businesses by telephone and email, answering enquiries that arise and carrying out proactive and reactionary checks to ensure compliance.

The Council has powers to serve prohibition notices, issue fixed penalty notices (FPN) and prosecute if necessary and procedures and notices are prepared for use. However, in accordance with Government guidelines, a proportionate and graduated approach to enforcement is being adopted and officers will be encouraging and persuading businesses to comply in the first instance. If a business continues to breach enforcement action will be taken. At the time of drafting this article, it has not been necessary to issue any prohibition notices or FPN.

Licensing Act

As a result of the Covid-19 outbreak and the escalated requirements to avoid personal contact wherever possible, the Licensing Team continue to take enquiries and deal with all Licensing Act applications, but no inspections to premises are being carried out.

The Team are working closely with the Police and Environmental Health Officers to ensure that the Licensed trade comply with the requirements imposed by covid-19.

The licensed trade has been contacted by email to reinforce the rules and expectations during this emergency. This is followed by further communication and liaison with the police and EHOs where information is received or allegations made, about breaches of the Regulations, including the prohibition of sale of alcohol as part of a takeaway service where there is no off-sale licence.

Licensing Officers are not directly involved in the enforcement of the Coronavirus Regulations, but officers are making it clear to businesses that failure to comply with the Regulations could potentially lead to revocation of their licence.

Taxi Licensing

The following service for the Taxi trade has been suspended until further notice:

- Thursday taxi plate and badge pickup
- Processing of new Taxi Licence Applications
- The Taxi Knowledge Test
- Temporary and Permanent Vehicle Transfers, except Emergency Transfers
- All other taxi appointments that involve face to face contact.

The Taxi Renewal service is suspended for the time being. However, in order that drivers can continue to trade, after their existing licence has expired, Temporary Paper Licences are being issued and posted out as required. These must be displayed in the vehicle; they must be visible to passengers, and available as proof of legitimacy if challenged by police or others.

The driver will not be charged for this period but will be required to carry out a basic on- line DBS check at their own cost, which will be followed up by an enhanced DBS check when the normal service resumes. The Council's MOT and vehicle check service continues to be available to the Taxi trade as part of the renewal process.

Emergency Temporary Vehicle Transfers will continue to be processed

A letter has been sent out to all licenced drivers and operators advising of the revised service, which also included information around hygiene measures to protect personal safety and prevent spread of infection.

Animal Welfare Licensing

New applications will not be processed for the time being as no on-site inspections are being carried out by officers.

Licence renewals will be processed but new licences will not be issued until an on-site inspection can be carried out. In the meantime, no fee will be charged, and a confirmation letter will be sent to relevant businesses advising that the existing licence remains valid until further notice.

Residential Team

Grants

In light of the current situation with Covid 19 and the fact that most of our residents using the Grants Service are in the high-risk category, no visits relating to Disabled Facilities Grants, Decent Homes and Small Works Repayable assistance are being undertaken. Stannah, our preferred contractor for stairlifts are suspending operations for the time being as are most other contactors.

Changes in procedures have been put in place so that grant works that have finished or are due to finish on site, can be processed and the contractor paid.

New clients are being informed that we are not able to visit for the time being, however, application forms can be completed over the telephone and posted to them for signature and return with any supporting evidence that is needed. These applications will be considered as soon as business can resume to normality.

Private Sector Housing Enforcement

The Private Sector Housing Team continue to take enquiries from landlords and tenants in the private sector concerning property and tenancy related matters.

Generally, EHOs are not carrying out property inspections, and where possible, they are making judgements and decisions based on video and photographic evidence. However, their approach to inspection and subsequent action will be considered in accordance with new guidance issued by the MHCLG, and taking account of the severity of the issues and hazards; the risk to the tenant and their vulnerability; whether the tenant is self-isolating; and the enforcement options available.

(Further information: Sally Devine sdevine@eppingforestdc.gov.uk)

3. LOCAL AUTHORITIES, POLICE CORONAVIRUS FLEXIBILITY REG 2020 (Pages 13 - 22)

Please see attached details of the Local Authorities, Police Coronavirus Flexibility Reg 2020 which came into force on 4 April 2020.

4. BUS SERVICE 13 UPDATE (Pages 23 - 24)

Please see attached.

5. CHAIRMAN'S DIARY

None this week

LICENSING ACT 2003

None this week

PLANNING

1. Appeals Lodged

EPF/2200/19 The Cottage Epping Long Green Epping Uplands Epping CM16 6QN - Demolition of an existing single storey side extension, erection of a single storey side/rear extension and erection of a 2- storey side and rear extension with refurbishment. (Revised application to EPF/1273/19) Caroline Brown ext. 4182 – Householder appeal

2. Forthcoming Planning Inquiries/Hearings -

Hearing – 8th and 9th July 2020 – EPF/3174/18 – Old Epping Laundry Site Bower Hill Epping CM16 7AD - Demolition of existing buildings and the erection of 58 no. residential units split between four blocks, along with internal landscaping and associated car and cycle – Sukhi Dhadwar ext. 4597

3. Enforcement Appeals

None this week

4. Appeal Decisions

EPF/0997/19 – Mays Wish Foster Street Hastingwood CM17 9HR - Change of use of the agricultural land to a B8 use and erection of a Marquee/ Storage Unit for a temporary period of 2 years.(Retrospective) – Dismissed

EPF/1865/19 – 47 Oak Lodge Avenue Chigwell IG7 5JA - Dormer extension to the rear and a new gable roof in order to convert existing loft space (65 sq m) into habitable living space – Allowed with conditions.

5. Tree Preservation Orders

None this week

6. S106 Agreements

None this week

7. Changes to Planning Systems

None this week

PORTFOLIO HOLDER DECISIONS

The notification of decisions taken by individual Portfolio Holders is no longer included in the Council Bulletin.

All members of the Council receive automatic email notification of the publication of each individual Portfolio Holder decision and the call-in period for each decision commences immediately. Members wishing to call-in a decision should complete the attached call-in form and return it to Democratic Services before the expiry of five working days following the publication date of the decision. Members should refer to the Constitution (Article 6 - Overview and Scrutiny) for the rules of call-in.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

STATUTORY INSTRUMENTS

2020 No. 392

LOCAL GOVERNMENT, ENGLAND POLICE, ENGLAND AND WALES

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

<i>Made</i>	- - - -	<i>1st April 2020</i>
<i>Laid before Parliament</i>		<i>2nd April 2020</i>
<i>Coming into force</i>	- -	<i>4th April 2020</i>

The Secretary of State for Housing, Communities and Local Government, in exercise of the powers conferred by section 78 of the Coronavirus Act 2020(1) and paragraph 36(1)(b) of Schedule 6 to the Police Reform and Social Responsibility Act 2011(2), makes the following Regulations.

PART 1

General

Citation, commencement, extent, and application

1. These Regulations may be cited as the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 and come into force on 4th April 2020.

2.—(1) These Regulations extend to England and Wales.

(2) Parts 1 and 4 of these Regulations apply to England and Wales.

(3) Parts 2 and 3 of these Regulations apply to England only.

(4) These Regulations apply to local authority meetings and police and crime panel meetings that are required to be held, or held, before 7th May 2021.

(1) 2020 c. 7.
(2) 2011 c.13.

Interpretation

3. In these Regulations—

“the 1972 Act” means the Local Government Act 1972(3);

“local authority” means—

- (a) a county council;
- (b) a district council;
- (c) a London borough council;
- (d) the Common Council of the City of London;
- (e) the Greater London Authority;
- (f) the Council of the Isles of Scilly;
- (g) a parish council;
- (h) a joint board continued in being by virtue of section 263(1) of the 1972 Act;
- (i) a port health authority constituted under section 2 of the Public Health (Control of Disease) Act 1984(4);
- (j) an authority established under section 10 of the Local Government Act 1985(5);
- (k) a joint authority established under Part 4 of the Local Government Act 1985;
- (l) a joint committee constituted to be a local planning authority under section 29 of the Planning and Compulsory Purchase Act 2004(6);
- (m) a combined authority established under section 103 of the Local Democracy, Economic Development and Construction Act 2009(7);
- (n) a fire and rescue authority constituted by a scheme under section 2 of the Fire and Rescue Services Act 2004(8) or a scheme to which section 4 of that Act applies, or created by an order under section 4A of that Act;
- (o) a National Park authority established under section 63 of the Environment Act 1995(9);
- (p) the Broads Authority established by section 1 of the Norfolk and Suffolk Broads Act 1988(10); and
- (q) a conservation board established under section 86 of the Countryside and Rights of Way Act 2000(11);

“local authority meeting” means a meeting of—

- (a) a local authority;
- (b) an executive of a local authority (within the meaning of Part 1A of the Local Government Act 2000)(12);
- (c) a joint committee of two or more authorities;

(3) 1972 c. 70.

(4) 1984 c. 22.

(5) 1985 c. 51. There are amendments to section 10 which are not relevant to this regulation.

(6) 2004 c. 5.

(7) 2009 c. 20. Section 103 was amended by sections 12 and 14 of the Cities and Local Government Devolution Act 2016 (c. 1).

(8) 2004 c. 21. Sections 2 and 4 were moved under a new heading entitled “Combined fire and rescue authorities” by section 6 of and paragraph 4 of Schedule 1 to the Policing and Crime Act 2017 (c. 3). Section 4A was inserted by section 6 of and paragraph 5 of Schedule 1 to the Policing and Crime Act 2017.

(9) 1995 c. 25.

(10) 1988 c. 4. Section 1 was amended by S.I. 2005/1067.

(11) 2000 c. 37. Section 86 was amended by section 118 of and paragraph 23 of Schedule 7 to the Planning and Compulsory Purchase Act 2004 and by S.I. 2005/2847 and S.I. 2013/755.

(12) 2000 c. 22. Part 1A was inserted by section 21 of, and Schedule 2 to, the Localism Act 2011 (c. 20).

- (d) a committee or sub-committee of anything within paragraphs (a) to (c);
- “remote access” is to be construed in accordance with regulation 5(6)(c);
- “remote attendance” is to be construed in accordance with regulation 5(2) and (3).

PART 2

Remote attendance

Meetings of local authorities

4.—(1) In respect of a reference in any enactment to a meeting of a local authority, that authority may, as they may determine—

- (a) hold such meetings and at such hour and on such days; and
- (b) alter the frequency, move or cancel such meetings,

without requirement for further notice.

(2) Where an appointment would otherwise be made or require to be made at an annual meeting of a local authority, such appointment continues until the next annual meeting of the authority or until such time as that authority may determine.

5.—(1) A reference in any enactment to a meeting of a local authority is not limited to a meeting of persons all of whom, or any of whom, are present in the same place and any reference to a “place” where a meeting is held, or to be held, includes reference to more than one place including electronic, digital or virtual locations such as internet locations, web addresses or conference call telephone numbers.

(2) For the purposes of any such enactment, a member of a local authority (a “member in remote attendance”) attends the meeting at any time if all of the conditions in subsection (3) are satisfied.

(3) Those conditions are that the member in remote attendance is able at that time—

- (a) to hear, and where practicable see, and be so heard and, where practicable, be seen by, the other members in attendance,
- (b) to hear, and where practicable see, and be so heard and, where practicable, be seen by, any members of the public entitled to attend the meeting in order to exercise a right to speak at the meeting, and
- (c) to be so heard and, where practicable, be seen by any other members of the public attending the meeting.

(4) In this regulation any reference to a member, or a member of the public, attending a meeting includes that person attending by remote access.

(5) The provision made in this regulation applies notwithstanding any prohibition or other restriction contained in the standing orders or any other rules of the authority governing the meeting and any such prohibition or restriction has no effect.

(6) A local authority may make other standing orders and any other rules of the authority governing the meeting about remote attendance at meetings of that authority, which may include provision for—

- (a) voting;
- (b) member and public access to documents; and

- (c) remote access of public and press to a local authority meeting to enable them to attend or participate in that meeting by electronic means, including by telephone conference, video conference, live webcasts, and live interactive streaming.

PART 3

Modification of meeting and public access requirements

Frequency of local authority meetings

6. Schedule 12 to the 1972 Act (meetings and proceedings of local authorities) applies as follows—

- (a) any reference to being “present” at a meeting includes being present through remote attendance;
- (b) any reference to a “place” where a meeting is held, or to be held, includes reference to more than one place including electronic, digital or virtual locations such as internet locations, web addresses or conference call telephone numbers;
- (c) paragraphs 1 and 7 are disapplied;
- (d) paragraph 2 is to be read as if—
 - (i) in subparagraph (1), for “in addition to the annual meeting, such other”, there were substituted “such”;
 - (ii) in subparagraph (2), “other” were omitted;
- (e) paragraph 4(1A)(a) is to be read as if after “at the council’s offices” there were inserted “or on the council’s website”.

7. The Greater London Authority Act 1999(13) applies as follows—

- (a) section 36(9) (standing orders of the Authority) is to be read as if for the words from “Neither” to “shall” there were substituted “Section 38 below shall not”;
- (b) section 47 (the annual State of London debate) is disapplied;
- (c) section 48 (People’s Question Time) applies as if—
 - (i) at the beginning of subsection (1), there were inserted “Subject to subsection (1A)”;
 - (ii) after subsection (1) there were inserted—

“(1A) Where regulations made under Part 2A of the Public Health (Control of Disease) Act 1984(14) are in force in respect of a serious and imminent threat to public health which is posed by the incidence and spread of coronavirus, a People’s Question Time may be cancelled where the head of the Authority’s paid service considers that it is not reasonably practicable to hold it.”;
- (d) section 52(3)(meetings of the whole Assembly)(15) is to be read as if for “On such ten occasions in each calendar year as the Assembly may determine”, there were substituted “On up to ten occasions in each calendar year as the Assembly may determine following consultation with the Mayor”.

(13) 1999 c. 29.

(14) 1984 c. 22. Part 2A was inserted by section 129 of the Health and Social Care Act 2008 (c. 14).

(15) Section 52 was amended by section 127(1) and (2) of and paragraph 69 of Schedule 7 and paragraph 1 of Schedule 8 to the Local Government Act 2003 (c. 26).

8. Paragraphs 1 and 2 of Schedule 2 to the National Park Authorities (England) Order 2015 (meetings and proceedings of a National Park authority)(**16**) are disapplied.

9. Schedule 3 to the Cotswolds Area of Outstanding Natural Beauty (Establishment of Conservation Board) Order 2004(**17**) (meetings and proceedings of the Board) applies as follows—

- (a) paragraphs 2(2) and 3 are disapplied;
- (b) paragraph 6 (calling of meetings) is to be read as if—
 - (i) for subparagraph (2)(a) there were substituted—
 - “(a) notice of the time and place of the intended meeting shall be published on the website of the Board, and”;
 - (ii) in subparagraph (4), the words “Where a member and the chief officer agree in writing,” were omitted.

10. Schedule 3 to the Chilterns Area of Outstanding Natural Beauty (Establishment of Conservation Board) Order 2004 (meetings and proceedings of the Board) (**18**) applies as follows—

- (a) paragraphs 2(2) and 3 are disapplied;
- (b) paragraph 6 (calling of meetings) is to be read as if—
 - (i) for subparagraph (2)(a) there were substituted—
 - “(a) notice of the time and place of the intended meeting shall be published on the website of the Board, and”;
 - (ii) in subparagraph (4), the words “Where a member and the chief officer agree in writing,” were omitted.

11. Schedule 1 to the New Forest National Park Authority (Establishment) Order 2005(**19**) (meetings and proceedings of the Authority) applies as if —

- (a) in paragraph 2 (annual meetings and other meetings of the Authority) is disapplied;
- (b) paragraph 5 (calling of meetings of the Authority) is to be read as if—
 - (i) for subparagraph (2)(a) there were substituted—
 - “(a) notice of the time and place of the intended meeting shall be published on the website of the Authority, and”;
 - (ii) in subparagraph (4), the words “Where a member of the Authority and the National Park officer agree in writing,” were omitted.

12. Schedule 1 to the South Downs National Park Authority (Establishment) Order 2010(**20**) (meetings and proceedings of the Authority) applies as follows—

- (a) paragraph 2 (annual meetings and other meetings of the Authority) is disapplied;
- (b) paragraph 5 (calling of meetings of the Authority) is to be read as if—
 - (i) for subparagraph (2)(a) there were substituted—
 - “(a) notice of the time and place of the intended meeting shall be published on the website of the Authority, and”;
 - (ii) in subparagraph (4), the words “Where a member of the Authority and the National Park officer so agree in writing,” were omitted.

(16) S.I. 2015/770.
(17) S.I. 2004/1777.
(18) S.I. 2004/1778.
(19) S.I. 2005/421.
(20) S.I. 2010/497.

Public and press access

13. Section 1 of the Public Bodies (Admission to Meetings) Act 1960⁽²¹⁾ (admission of public to meetings of local authorities and other bodies) applies as follows—

- (a) subsection (4)(a) is to be read as if, after “(or, if the body has no offices, then in some central and conspicuous place in the area with which it is concerned)” there were inserted “or publishing on the website of the body or, for a parish council, on the website of the principal council within the meaning of the Local Government Act 1972”;
- (b) after subsection (9), there were inserted—
 - “(9A) In this Act, references (however expressed) to—
 - (a) a meeting being “open to the public” include access to the meeting through remote means including (but not limited to) video conferencing, live webcast, and live interactive streaming and where a meeting is accessible to the public through such remote means the meeting is open to the public whether or not members of the public are able to attend the meeting in person;
 - (b) being “present” at a meeting include access through remote means mentioned in paragraph (a) above.”.

14. Section 9G of the Local Government Act 2000⁽²²⁾ applies as if after subsection (6) there were inserted—

“(7) In this section, references to a meeting being “open to the public” include access to the meeting through remote means including (but not limited to) video conferencing, live webcast, and live interactive streaming and where a meeting is accessible to the public through such remote means the meeting is open to the public whether or not members of the public are able to attend the meeting in person.”.

15. Part VA of the 1972 Act⁽²³⁾(access to meetings and documents of certain authorities, committees and sub-committees) applies as if, after section 100K (interpretation and application of Part VA) there were inserted—

“100L. Supplemental provision on public access to meetings and documents

In this Part references (however expressed) to—

- (a) a meeting being “open to the public” include access through remote means including (but not limited to) video conferencing, live webcast, and live interactive streaming and where a meeting is accessible to the public through such remote means the meeting is open to the public whether or not members of the public are able to attend the meeting in person;
- (b) being “present” at a meeting include access through remote means mentioned in paragraph (a) above;
- (c) a document being “open to inspection” includes being published on the website of the council;
- (d) the publication, posting or making available of a document at offices of the council include publication on the website of the council.”.

(21) 1960 c. 67.

(22) 2000 c. 22. Section 9G was inserted by section 21 of and paragraph 1 of Schedule 2 to the Localism Act 2011.

(23) Section 100K was amended by section 98 of the Local Government Act 2000, section 56 of and paragraph 16 of Schedule 8 to the Housing and Regeneration Act 2008 (c. 17) and by sections 222 and 231 of and paragraph 3 of Schedule 22 to the Localism Act 2011.

16.—(1) The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012(**24**) has effect as set out in the following paragraphs.

(2) Regulation 2 (interpretation) has effect as if after the definition of “newspaper”, there were inserted—

““open to the public” includes access through remote means including (but not limited to) video conferencing, live webcast, and live interactive streaming and where a meeting is accessible to the public through such remote means the meeting is open to the public whether or not members of the public are able to attend the meeting in person;”.

(3) Regulation 3 (meetings of local authority executives and their committees to be held in public), has effect as if after “held in public”, there were inserted “or open to the public”.

(4) The provisions to which this paragraph applies may be complied with by publishing that notice, agenda, report, or document on that authority’s website.

(5) The provisions to which paragraph (4) applies are—

- (a) regulation 5(2) (procedures prior to private meetings);
- (b) regulation 5(4);
- (c) regulation 5(7);
- (d) regulation 6(1) (procedures prior to public meetings);
- (e) regulation 7(1) (access to agenda and connected reports for public meetings);
- (f) regulation 9(2) (publicity in connection with key decisions);
- (g) regulation 10(1)(b) (general exception);
- (h) regulation 10(3);
- (i) regulation 11(2) (cases of special urgency);
- (j) regulation 14(1) (inspection of documents following executive decisions); and
- (k) regulation 15 (inspection of background papers).

(6) The following provisions are disapplied—

- (a) regulation 14(2);
- (b) regulation 21(1)(c) (inspection and supply of documents); and
- (c) regulation 21(2).

17. A local authority may comply with regulation 8 of the Openness of Local Government Bodies Regulations 2014(**25**) (decisions and background papers to be made available to the public) by making the written record and any background papers available for inspection through any or all of the following means—

- (a) publishing the record and any background papers on the authority’s website; or
- (b) by such other means that the authority considers appropriate.

(24) [S.I. 2012/2089](#).

(25) [S.I. 2014/2095](#).

PART 4

Police and Crime Panels

Amendment to the Police and Crime Panels (Application of Local Authority Enactments) Regulations 2012

18.—(1) Schedule 1 to the Police and Crime Panels (Application of Local Authority Enactments) Regulations 2012(**26**) is amended as set out in the following paragraphs.

(2) In Part 1, after paragraph 8 insert—

“**8A.** Regulation 15 of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.”.

(3) In Part 2, after paragraph 23 insert—

“**23A.** Part 2 and Regulations 6 and 15 of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.”.

(4) In Part 3, after paragraph 37 insert—

“**37A.** Part 2 and Regulations 6 and 15 of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.”.

Signed by authority of the Secretary of State for Housing, Communities and Local Government

Christopher Pincher

Minister of State

Ministry of Housing, Communities and Local
Government

1st April 2020

EXPLANATORY NOTE

(This note is not part of the Regulations)

These Regulations make provision for the conduct of local authority meetings held before 7th May 2021, and for public and press access to these meetings.

Part 1 sets out preliminary matters and defines terms used in the Regulations. Part 2 makes provision for remote access to meetings of local authorities by members of a local authority and by the press and public. Regulation 4 enables local authorities to hold and alter the frequency and occurrence of meetings without requirement for further notice. Regulation 5 makes provision for members of local authorities to attend meetings remotely.

Part 3 modifies existing legislative requirements for local authority meetings. Regulation 6 disapplies provisions requiring local authorities to hold annual meetings. Regulation 7 modifies requirements for annual meetings of the Greater London Assembly and disapplies the requirements to hold certain public meetings. Regulations 8 to 12 modify legislation for the specified conservation boards and National Parks authorities to disapply annual meeting requirements and to enable electronic notice of meetings. Regulations 13 to 17 modify legislation relating to public and press access to information relating to decisions made by local authorities to enable such access to be available through remote means.

Parts 1, 2 and 3 of these Regulations apply to the Common Council of the City of London in its capacities as a local authority, a port health authority and a police authority.

Part 4 amends the Police and Crime Panels (Application of Local Authority Enactments) Regulations 2012 in order to apply part of these regulations to Police and Crime Panels.

A full regulatory impact assessment has not been prepared as this instrument will have no impact on the costs of business and the voluntary sector.

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From: Passenger Transport
Sent: 07 April 2020 17:14
Subject: Service 13

Dear Stakeholder,

As you may be aware Swallow Coaches went into receivership on Tuesday 2nd April. The County Council has been looking at ways to find a replacement service during these difficult times.

We are pleased to inform you that Epping Forest Community Transport have kindly agreed to operate a service for us commencing Wednesday 8th April. The service will also run Thursday 9th April and Saturday 10th April. There will be no service Good Friday or Easter Monday. Then the service will resume again on Tuesday 14th April.

The service will operate to the current Saturday service 13 timetable, with the exception of the 18.15 journey from Waltham Cross to St Margarets Hospital.

The timetable will be reviewed regularly during the Coronavirus situation, and may be further adapted according to passenger demand.

If you need to speak to the operator regarding the service please telephone 01279 798876.

Please publicise this information to the public and thank you for your assistance.

Kind Regards

Integrated Passenger Transport Unit | Essex County Council



www.essex.gov.uk

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EPPING FOREST DISTRICT COUNCIL

Notification of Call-In of Portfolio Holder Decision under Paragraphs 45-52 of Article 6 (Overview & Scrutiny) of the Constitution

This form must be signed and completed and the original returned to the Proper Officer in person no later than the fifth working day following the publication of the decision to be called-in

Decision to be called-in:
Decision reference:
Portfolio:
Description of decision:
Reason for call-in

Members requesting call-in
(3 members of the Overview and Scrutiny Committee or 5 other members)

Members Name:	Signed:
Lead member:	
Office Use Only: Date Received:	

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