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# **COUNCIL**

# ***BULLETIN***

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*Issued Week Ending Thursday, 20 August 2020*

*Epping Forest District Council*  
[www.eppingforestdc.gov.uk](http://www.eppingforestdc.gov.uk)

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Compiled, designed and produced by  
Member Services

Contact: Kim Partridge  
Telephone: 01992 564443

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## PART A - FORWARD DIARY

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**Key to abbreviations:**

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<b>CC</b>	Council Chamber	<b>Cab Off</b>	Cabinet Office
<b>CR1</b>	Committee Room 1	<b>CONF</b>	Conference Room (1st floor)
<b>CR2</b>	Committee Room 2	<b>CH OFF</b>	Chairman of Council's Office
<b>MR</b>	Members' Room	<b>TR RM</b>	Training Room
<b>TBD</b>	To be decided	<b>HEM</b>	Hemnall Street Offices.
<b>TBN</b>	To be noted	<b>HH</b>	Homefield House
<b>TBC</b>	To be confirmed	<b>VM</b>	Virtual Meeting
<b>DPCC</b>	Debden Park Community Centre	<b>NWA</b>	North Weald Airfield

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Other venues are shown in full.

Currently meetings are subject to change, postponement or cancellation.

Many meetings will be held virtually but Democratic Services will advise arrangements for individual meetings.

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## Week One: 24 August 2020 – 30 August 2020

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Monday 24 August			
Tuesday 25 August	7.00pm	Joint Meeting of Overview and Scrutiny Chairman	
Wednesday 26 August	7.00pm	Area Planning Sub Committee South	
Thursday 27 August	6.00pm	Executive Meeting	
Friday 28 August			
Saturday 29 August			
Sunday 30 August			

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## Week Two: 31 August 2020 – 6 September 2020

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Monday 31 August			
Tuesday 1 September	10.00am	Licensing Sub-Committee	
Wednesday 2 September	7.00pm	Area Plans Sub-Committee East	
Thursday 3 September	6.00pm	Member Workshop – Epping Town Site Development Proposals	
Friday 4 September			
Saturday 5 September			
Sunday 6 September			

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### Week Three: 7 September 2020 – 13 September 2020

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Monday 7 September	7.00pm	Local Councils' Liaison Committee	
Tuesday 8 September	7.00pm	Council Housebuilding Cabinet Committee	
Wednesday 9 September	7.00pm	Area Planning Sub Committee West	
Thursday 10 September	7.00pm	Asset Management and Economic Development Cabinet Committee	
Friday 11 September		Member Expenses Forms Due	
Saturday 12 September			
Sunday 13 September			

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### Week Four: 14 September 2020 – 20 September 2020

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Monday 14 September			
Tuesday 15 September	7.00pm	Stronger Communities Select Committee	
Wednesday 16 September	7.00pm	District Development Management Committee	
Thursday 17 September	7.00pm	Cabinet	
Friday 18 September			
Saturday 19 September			
Sunday 20 September			

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## PART B - ESSENTIAL INFORMATION

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### **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?CId=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>

### **Member Contact**

Please be aware that all Member queries should be addressed to [membercontact@eppingforestdc.gov.uk](mailto:membercontact@eppingforestdc.gov.uk) as this will ensure that your query or question is properly logged and chased up if you have not received a response within 5 days.

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## **PART C - GENERAL INFORMATION**

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### **1. PAST CHAIRMAN TONY BOYCE**

It is understood that past Chairman of Council (2014/15), former Councillor Tony Boyce passed away recently.

At this time we have not been advised of funeral arrangements.

(Further information: Kim Partridge ext 4443)

### **2. THE ROYAL GUNPOWDER MILL**

Dear Members,

As I explained in the Full Council meeting, I have had a conversation with Stella Morris, who left the company as she said – she needed a rest. The decision was hers, most of the staff have been furloughed but she decided against this option and thought she could take a very well deserved rest. Who knows, we might see her again as a volunteer – when everything is back to normal.

The Board of Trustees of the operating company decided that due to the Corona virus – the site should remain closed and most of the staff to be furloughed. They also decided – because of the uncertainty of the whole situation not to re-open until February next year. The changes required to reopen to the public before then, has adverse financial implications and both the Operating company and the Trust agreed to keep the site closed for the time being.

At the moment – there are currently two Duty managers; Helen Hamlyn and Liz Went. There is a virtual tour of RGM on their website and they are working hard to keep up the profile of RGM with the public.

As for the rumours about the development of the site, they are totally wrong and unfounded. The Board of trustees continue to actively look for alternative options such as collaboration with other museums.

Cllr Helen Kane

### **3. STANDARDS COMMITTEE - 3 SEPTEMBER 2020**

Would Members please be aware that the meeting of the Standards Committee currently scheduled for 3 September 2020 has been put back to December 2020.

When a new date has been finalised by Officers with the Chairman then we will inform Members.

(Further info: Gary Woodhall ext 4470)

**4. EFDC SAFER SPACES COMMONPLACE REPORT 17 AUGUST 2020 (Pages 11 - 20)**

Please see attached.

**5. CHAIRMAN'S DIARY**

None this week

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## LICENSING

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Please be advised that the Licensing Unit has received the following applications for New Scrap Metal Dealers/Site Licence made under the Scrap Metal Dealers Act 2013 for the premises below:

Applicant name: London Ferrous and Alloys Ltd  
Address of Premises: Unit 1 Hoe Lane Nazeing Waltham Abbey EN9 2RJ  
Brief details of the natures of the application:  
A new application for a Scrap Metal Dealers/Site application

Consultation Period From: 17<sup>th</sup> August 2020 to 13<sup>th</sup> September 2020

Officer in charge: Debbie Houghton

Please be advised that the Licensing Unit has received the following application for a Premises Licence made under the Licensing Act 2003:

**Applicant name:** Sarwar Trading Ltd

**Address of Premises:** Post Office, 7 Queens Road, Buckhurst Hill, Essex, IG9 5BZ

**Brief details of the natures of the application:**

Currently the premises host a Post Office, as well as a convenience store offering Greeting Cards, Stationary, Confectionary, Crisps, and Soft drinks.

With the new premises licence, the shop will offer alcoholic drinks and beverages to customer only to buy but not to consume inside the premises.

Sale of Alcohol is the only licensable activity being applied for.

Monday – Saturday between 09:00 hrs and 19:00 hrs.

**Consultation Period:**  
From: 19<sup>th</sup> August 2020                      To: 15<sup>th</sup> September 2020

**Officer in charge:** Hannah Gould

Please ensure that any comments/objections are received by the Licensing team on or before the consultation end date.

Manager  
Licensing Officer

Kim Tuckey 01992 564034  
Debbie Houghton 01992 564336



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## PLANNING

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### 1. Appeals Lodged

None this week

### 2. Forthcoming Planning Inquiries/Hearings -

EPF/1649/17 – White Rose Curtis Mill Lane Stapleford Abbots RM3 1HS – Re determination appeal by new Inspector- date to be arranged.

### 3. Enforcement Appeals

None this week

### 4. Appeal Decisions

None this week

### 5. Tree Preservation Orders

TPO/EPF/03/20 – Drummers Maid, 27 Woodbury Hill, Loughton – Confirmed 6<sup>th</sup> August 2020

TPO/EPF/04/20 – 47 & 51 Sheering Lower Road, Sheering – Confirmed 6<sup>th</sup> August 2020

### 6. S106 Agreements

None this week

### 7. Changes to Planning Systems

None this week

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## **PORTFOLIO HOLDER DECISIONS**

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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.

## EFDC Safer Spaces Commonplace report 17 August 2020

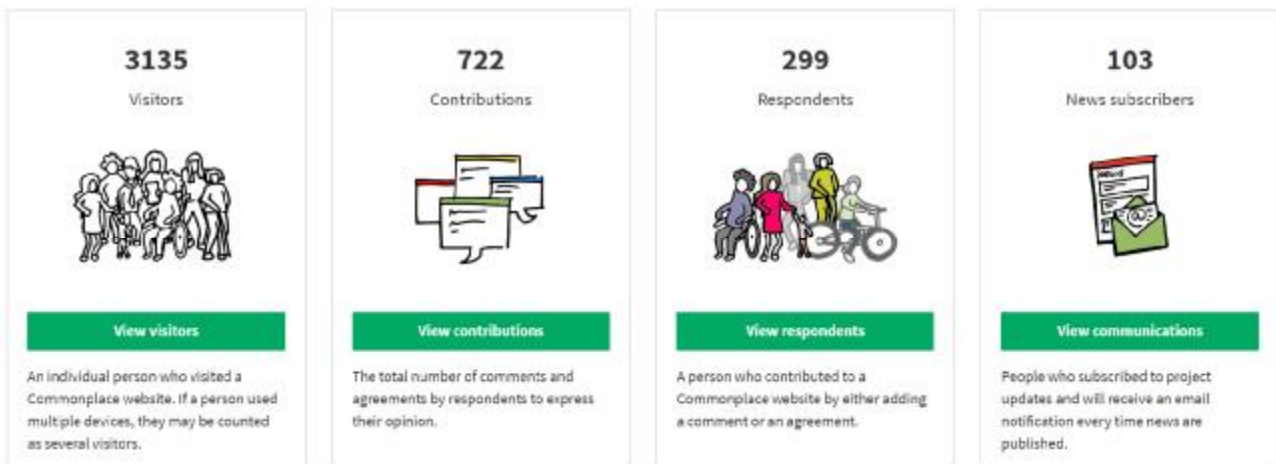
Visit the website and have your say at <https://efdcsaferspacescovid19.commonplace.is/>

### Engagement

The EFDC Safer Spaces during COVID-19 commonplace platform launched on the 13 June 2020. Up to 17 August there were 3,135 visitors. This has increased by 300 in the 2 week period since 3 August.

Total contributions are now at 722 which is up by 8 since 3 August. The contributions are made up of 207 comments and 515 agreements. 103 people have subscribed to receive the project news by email.

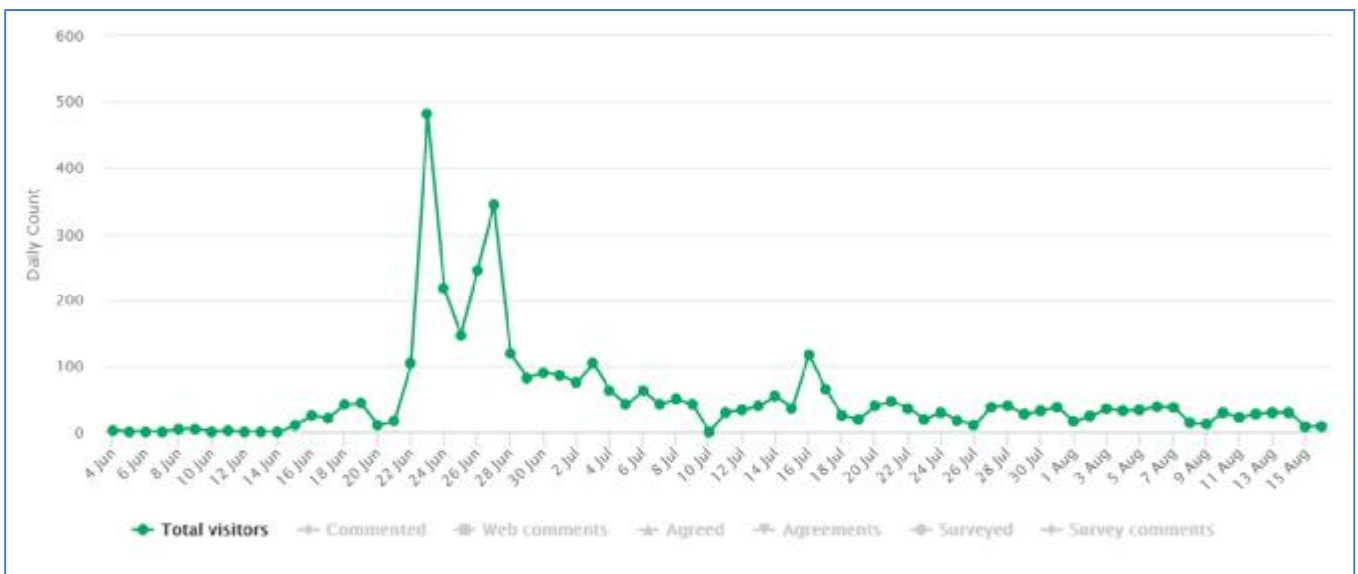
Of the 299 respondents, 183 confirmed their email address to be genuine and are public. There are 31 comments and 99 agreements from 116 unconfirmed respondents which are not public.



The top 4 referrers are:

1. Facebook 813
2. Epping Forest District Council website 707
3. Visit Epping Forest website 401
4. Twitter 61

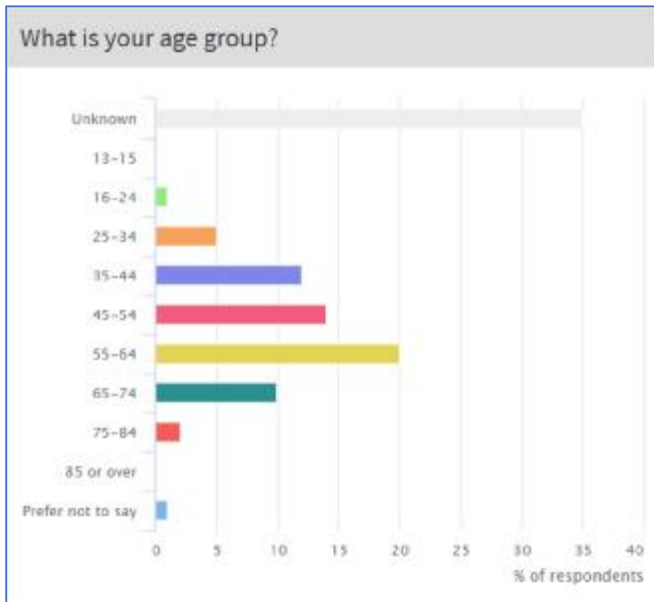
### Visitors over time



## Demographics

### What is your age group?

The age group most represented in comments is 55-64 with 20%. Only 6% of respondents are younger people below the age of 35. 35% are unknown.



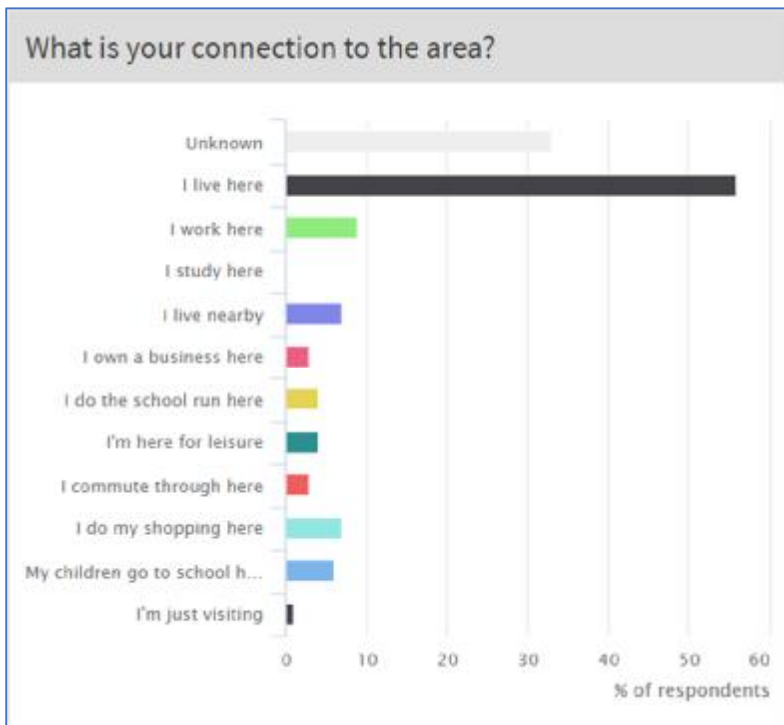
### What is your gender?

37% of respondents identified themselves as female and 26% male. 38% are unknown or prefer not to say.



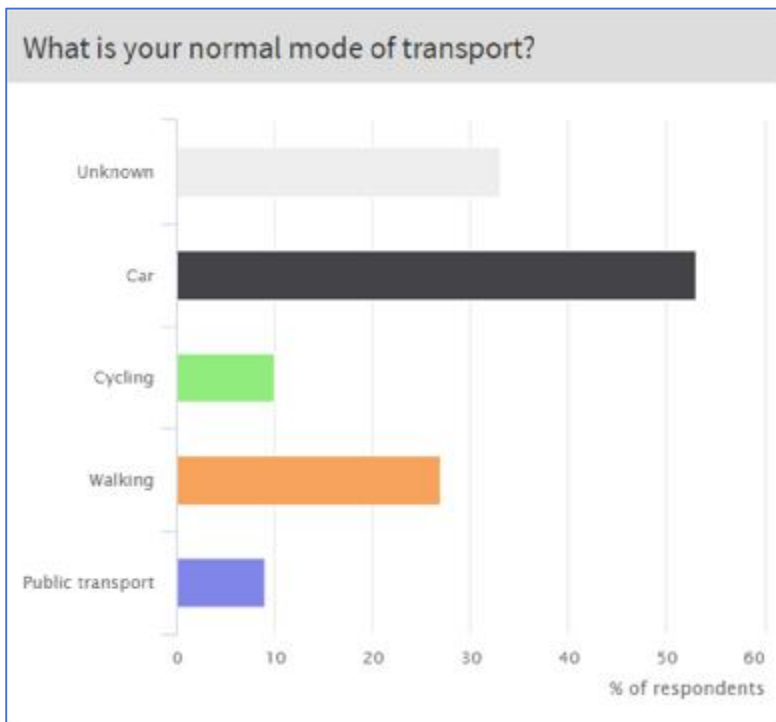
### What is your connection to the area?

56% of respondents replied I live here, 9% I work here and 7% I live nearby. 33% unknown.



### What is your normal mode of transport?

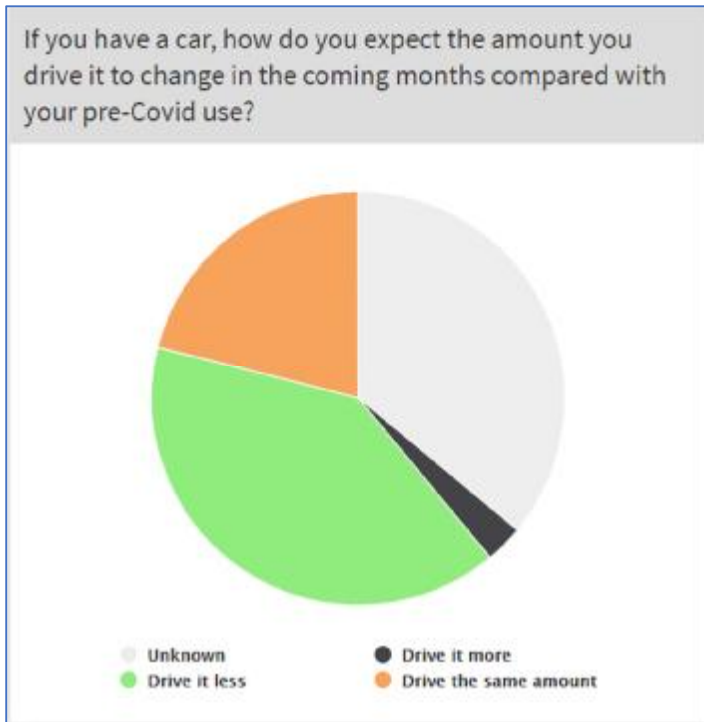
53% car, 27% walking, 10% cycling and public transport 9%. 33% unknown.



## Transport and air quality

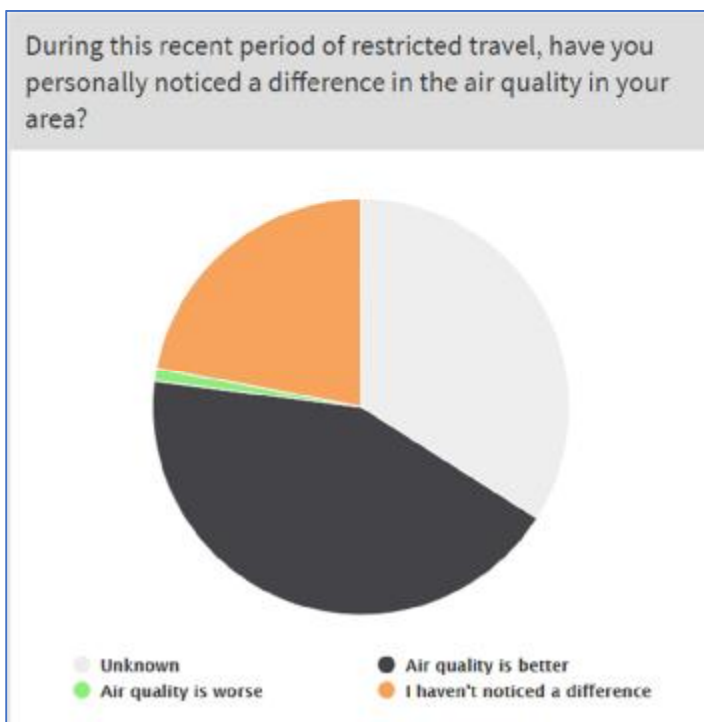
If you have a car, how do you expect the amount you drive it to change in the coming months compared with your pre-Covid use?

40% of respondents said they would drive it less. 21% said drive the same amount and 3% said they would drive it more. 36% unknown.



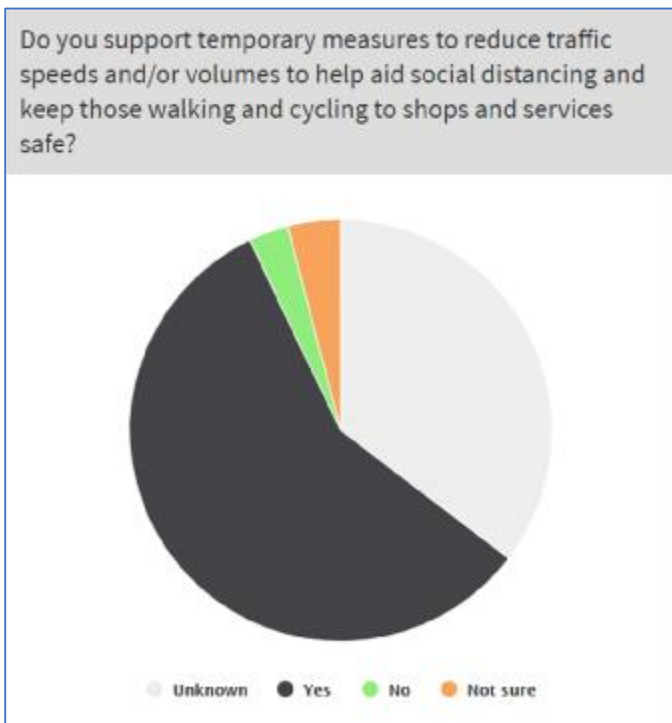
During this recent period of restricted travel, have you personally noticed a difference in the air quality in your area?

43% said air quality is better, 22% haven't noticed a difference, 1% worse. 34% unknown.

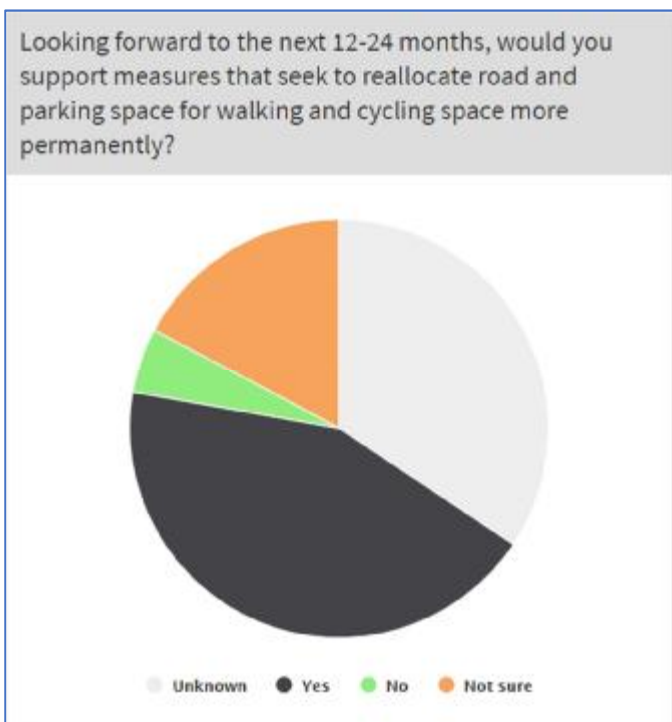


### Support for interventions and measures

58% of respondents support measures to reduce traffic speeds and volumes to help aid social distancing, with 43% noting they would support measures that seek to reallocate road and parking space for walking and cycling more permanently.

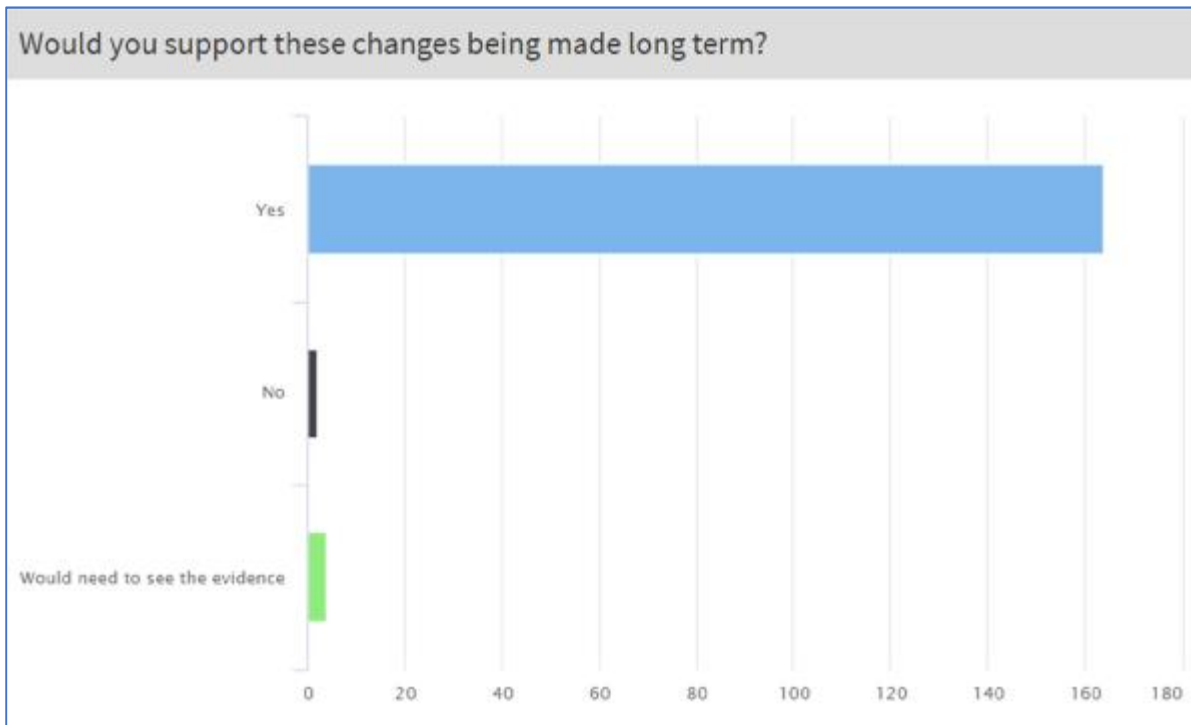


Do you support temporary measures to reduce traffic speeds and/or volumes to help aid social distancing and keep those walking and cycling to shops and services safe?



Looking forward to the next 12-24 months, would you support measures that seek to reallocate road and parking space for walking and cycling space more permanently?

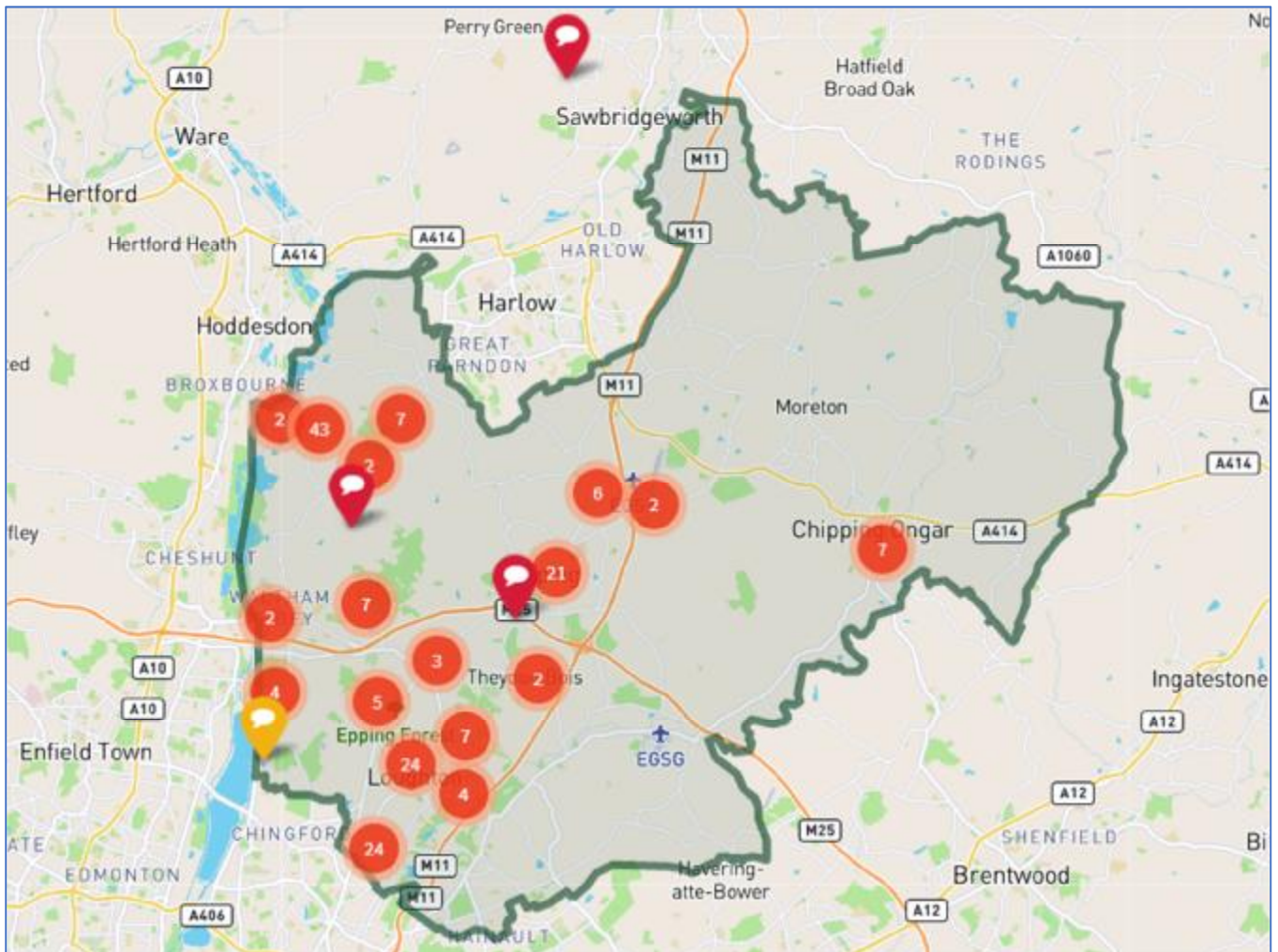
Would you support these changes being made long term?  
164 respondents said yes, 4 would need to see the evidence and 2 said no.





## Comments across the District

The comments so far have been focused in the west of the district, with a large number about Lower Nazeing, Loughton and Buckhurst Hill, amongst other areas West of the M11. Further comments received since last reporting two weeks ago have been focused primarily in Epping.



Above: Commonplace heat map on 17 August 2020.

## Comments focused on Local High Streets

Below reports on some key areas of focus for comments in the District's main High Streets.

### Epping High Street

A number of comments relate to the need for pavement widening and are positive towards measures which have been implemented along Epping High Street and Station Road to allow for this, including removal of parking spaces. One comment notes concern that the removal of parking bays may be detrimental to shops. However comments point out that with the increased widths provided, street furniture and signs need to be monitored, particularly outside popular cafes, so that they don't cause further barriers. Some concerns are raised about not being able to social distance at the shops and market on Market day.

### Loughton High Road

There are limited comments on the High Road, but these include the need for faster crossing times for pedestrians, creating a more attractive environment with less car-dominance, and providing more space for cycling (with better road surfaces and cycle rack provision). There are also concerns raised about anti-social

behaviour outside some specific pubs and restaurants and the need to manage this. Leading to the High Road, a large number of comments have been received regarding Forest Road – these focus on bad driving, volume and speed of traffic and associated air quality and safety concerns. On Traps Hill cutting back foliage has been noted as a key issue.

### Debden Broadway

Two comments have been received in regard to Debden Broadway – one suggests a Saturday evening closure of The Broadway for outside dining, and another notes the issue of the volume of traffic.

### Queen's Road, Buckhurst Hill

Whilst there are limited comments providing for Queen's Road, comments on the area and streets around it focus primarily on issues of pavement parking and bad driving. Suggestions include restricting parking and further enforcement to reduce illegal parking. Crossing of the High Road at this southern end is also noted as an issue, with long waiting times and fast traffic, and additional safe crossing points and safer junctions are suggested.

### Sun Street, Waltham Abbey

There is one comment relating to Sun Street, noting the need for enforcement of parking restrictions in Market Square.

### Ongar High Street

Comments have been made relating to Ongar High Street and difficulty to social distance due to narrow pavement widths and the need to step into the road to pass other pedestrians. There is also a comment on the lack of safe crossing of the High Street for school children

### How could we make it better?

When asked 'How could we make it better?' The top 10 improvements were:

1. Slow down traffic - 83
2. Reduce speed limit - 67
3. Restrict vehicle access - 38
4. More space for walking - 36
5. Keep the pavement clear - 30
6. Cut back foliage - 27
7. More space for cycling - 24
8. Restrict parking - 23
9. Safer junction - 23
10. Add crossings - 22

### Collaboration and funding

Epping Forest District Council is working with Essex County Council Highways Authority, to propose and install some key interventions to enable social distancing and better active travel. The comments on Commonplace are helping to shape proposals that the District Council is discussing with the County Council, for them to bid for Government funding. We are continuing to review funding opportunities for social distancing, revitalising the local economy and reopening high streets safely. Epping Forest District Council is also reporting an overview of comments to Local Councillors, to ensure that the voices of those commenting are being heard by decision-makers in their area (see 'Comments focused on Local High Streets' section).

## Actions

Some of the comments which are not exclusively to do with social distancing should be reported direct to the relevant body to action. These include:

### Roads and pavements

For issues with roads and pavements such as blocked pavements or cycle lanes, and particular traffic concerns– you can report to Essex Highways - [Essex Highways tell us about road or highway issues](#).

### Parking

For issues with parking – you can report to NEPP - [North Essex Parking Partnership \(NEPP\) contact us](#).

### In Epping Forest

For issues with overgrown footpaths in Epping Forest – you can report to City of London - [City of London fault reporting](#).

### Everything else

Other issues (such as issues with flooding, pollution, drainage, private water supply, high hedge, planning enforcement, crime and safety or food businesses) can be reported via Epping Forest District Council website - [Epping Forest District Council report a problem](#).

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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*

<b>Decision to be called-in:</b>
<b>Decision reference:</b>
<b>Portfolio:</b>
<b>Description of decision:</b>
<b>Reason for call-in</b>

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

Members Name:	Signed:
<b>Lead member:</b>	
Office Use Only: Date Received:	

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