

---

# **COUNCIL**

# ***BULLETIN***

---

*Issued Week Ending Friday, 23 October 2020*

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

---

Compiled, designed and produced by  
Member Services

Contact: Kim Partridge  
Telephone: 01992 564443

---



---

## PART A - FORWARD DIARY

---

### Key to abbreviations:

---

<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

---

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.

---

**Week One: 26 October 2020 – 1 November 2020**

---

Monday 26 October	5.00pm	Cabinet Presentation	
Tuesday 27 October			
Wednesday 28 October	5.30pm 7.00pm	Member Presentation Area Plans Sub-Committee East	
Thursday 29 October	7.00pm	Council	
Friday 30 October			
Saturday 31 October			
Sunday 1 November			

---

**Week Two: 2 November 2020 – 8 November 2020**

---

Monday 2 November	6.00pm	Executive Briefing	
Tuesday 3 November	10.00am	Licensing Sub-Committee	
Wednesday 4 November	7.00pm	Area Planning Sub Committee West	
Thursday 5 November	10.00am	Waste Management Partnership Board	
Friday 6 November			
Saturday 7 November			
Sunday 8 November			

---

### **Week Three: 9 November 2020 – 15 November 2020**

---

Monday 9 November			
Tuesday 10 November	2.00pm	Member Briefing – Heart of Epping Project	
Wednesday 11 November	7.00pm	DDMC	
Thursday 12 November			
Friday 13 November			
Saturday 14 November			
Sunday 15 November			

---

### **Week Four: 16 November 2020 – 22 November 2020**

---

Monday 16 November			
Tuesday 17 November	6.00pm 7.00pm	Executive Briefing Cabinet Briefing	
Wednesday 18 November	7.00pm	Area Planning Sub Committee South	
Thursday 19 November	7.30pm	Overview and Scrutiny Committee	
Friday 20 November			
Saturday 21 November			
Sunday 22 November			

---

## 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?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.

---

## **PART C - GENERAL INFORMATION**

---

### **1. ORGANISATION CHANGES OCTOBER 2020 (Pages 19 - 20)**

The attached organisational chart summarises some interim structure changes that have recently been implemented. These have happened at this time so the Council can work together more effectively in the face of the current challenges. This will enable us to turn these challenges into opportunities, not only for the public we serve but also our own workforce.

It's important to say that the structure isn't fixed, as we'll need to adapt to further events as they occur, but I thought you would like to be made aware of these recent changes.

#### Senior Leadership Team Changes

Sacha Jevans has been seconded long-term to the post of Managing Director of the Qualis Group of Companies. This is to give it much needed leadership during its formative stage and because it is embarking on major developments worth £85m, is running a property portfolio of at least £30m and is providing services with an annual turnover of £6m. Qualis is already providing the District with additional income and will provide significant worth to the District in the future as well as being a developer with strong sustainable growth credentials and a service provider that is modern, effective and efficient.

Nick Dawe, is the Chief Operations Officer and, as a result of the above change, takes over responsibility previously held by Sacha for Housing and Community and Well Being Services as well as leading on economic, well-being and general service improvement projects.

Andrew Small, who recently joined us, is a Strategic Director and takes over Customer Services from Nick as part of rebalancing the portfolio of work but also allowing a further improvement of the performance, project management, communication and other corporate services. Andrew also leads on a broad range of service improvement projects.

#### Director Changes and Associated Service and Management Team Moves

To reflect the organisational changes mentioned above and the requirement to concentrate on the exemplary and early delivery of key projects, all directors will in practice be both Service Directors and Project Directors. Their flexibility in accommodating the changes should be noted

Julie Chandler, because of her experience and wide local knowledge, will lead on economic projects including the development of all our major towns and creating an "enterprise zone" approach at North Weald Airfield. Julie retains responsibility for Community Safety and Resilience and the Hub project at Waltham Abbey. She will also provide valuable input into other projects and services.

Kim Durrani, will retain his current portfolio including oversight of the former Commercial and Regulatory Directorate. Kim will specifically lead on the waste, (which has sustainability and affordability issues) and leisure projects, (which has economic and well-being aspects) as well as the sustainable travel initiative which needs both practical short-term objectives and longer-term goals. Responsibility for regulatory services including building control will transfer to Nigel Richardson on the 1<sup>st</sup> April 2021.

Nigel Richardson, will reincorporate strategic planning in the Directorate in preparation for the delivery of the Local Plan and will take on responsibility for Regulatory Services from the 1<sup>st</sup> April 2021. This is key, both in terms of regulating and supporting sustainable growth but also in providing an exemplary and responsive service.

Alison Blom Cooper, who has focused on delivering the Local Plan as well as playing a useful role in terms of strategic developments, will concentrate on the remaining local plan issues as Strategic Planning is reincorporated back under Nigel's leadership in preparation for the agreement of the Local Plan. We are at a critical point with the final acceptance and approval of our Local Plan.

Deborah Fenton, will become a Director and Project Director in her own right during this interim period, concentrating on the major challenges to social housing, the need to review the provision of such houses, the construction of new stock and making sure our existing stock is energy and environmentally friendly. She is also responsible for the District's Facility Management Team which needs to focus on providing shared and flexible and efficient facilities for the future.

Jennifer Gould, will also become a Director and Project Director in her own right during this interim period and will lead on combining all our well-being and wellness services and projects as well as keeping her current remit. She will as a result take responsibility from Julie of the Community and Wellbeing and Museum and Heritage Teams. A key objective is not only to address the social, health, skill and employment variations but also to ensure all communities are cohesive and wherever possible, self-supporting.

Rob Pavey and his teams will move across to the Corporate Services functional group from 1<sup>st</sup> October. Rob will continue to lead on Customer Services with a particular focus on customer data and insight. This will enable EFDC to further shape its Place portfolio and target resources across all our projects to get maximum impact for our customers. To enable Rob to focus on these areas, Democratic and Electoral Services will move to Lou Wade and Corporate Communications will also be realigned over the next two months.

Louise Wade will lead on the Corporate Plan Framework and which will deliver our Corporate Strategy and Policies, and to ensure the council and service leads are meeting their agreed objectives, this will be monitored on a monthly and quarterly basis through the Performance and Reporting function. This service will provide clarity on our key targets and priority projects and programmes of work. Louise will also take on our Democratic and Electoral Services with the addition of

our Accommodation Programme. Similarly to Jennifer Gould and Deborah Fenton, she will act as a Director during this interim period.

Paula Maginnis will continue to lead our Business Services areas. Paula is also leading a key project on developing future job opportunities, apprenticeships, skills and training for young unemployed people across the district, including the Kick start programme. This work is closely aligned to our social and economic projects.

Chris Hartgrove is our Deputy S151 (Finance Officer). Chris is supporting Andrew in how we manage our budgets and financial pressures over the coming months and years. With this mind it would seem prudent to bring some of our financial areas closer together, so we will be reviewing a number of service areas over the coming weeks.

Jo Budden leads our People, Culture and Employee Wellbeing services. Jo will continue to lead on enabling the organisation to implement our updated new ways of working, 'Effective Flexibility' and also support employees through the implementation of the initiatives in our People Strategy. Jo's service area will in future also include internal communications, which sits well with the people and wellbeing function. The date for movement of this service area will be confirmed over the coming weeks.

### Service and Management Team Moves

The moves which are to help consolidate our service and project response have been detailed above. To repeat, services will stay as they are with the following exceptions:

- Community and Well Being Service to Jennifer Gould.
- Museum and Heritage Service to Jenifer Gould.
- Regulatory Services to Nigel Richardson (but not until 1<sup>st</sup> April 2021).
- Strategic Planning remain in Planning Directorate and leadership returns to Nigel Richardson
- Rob Pavey and his Teams move to Andrew Small
- Democratic and Electoral Services to Lou Wade

### Timescale

The timescale for these changes is as follows:

- All changes happened on the 1<sup>st</sup> October, unless otherwise indicated.
- All changes will be reviewed periodically, the first overall review will be for 31<sup>st</sup> March 2021.
- The changes will last no longer than the 31<sup>st</sup> March 2022.

### Summary

I am sure from the above you can see how we are stronger together in delivering projects and overlapping our economic and social projects with modern District services and the entrepreneurial and resource support of an effective Qualis Group of Companies.

I would like to thank colleagues for the flexibility they have shown in accommodating these changes. This means we can work together and turn the current challenges to the District and to ourselves and our families, into opportunities

Georgina

Chief Executive Officer

Other Useful Detail

- Organisation Chart – [hyperlink](#)
- Project List - [hyperlink](#)

## 2. GOVERNMENT CONSULTATION ON THE PLANNING WHITE PAPER 'PLANNING FOR THE FUTURE'

On the 6 August, the Government published the 'Planning for the Future White Paper' which sets out the Government's vision for a reformed planning system. This includes measures to streamline and modernise the planning process, bring a new focus to design and sustainability, improve the system of developer contributions to infrastructure and ensure more land is available for development where it is needed. These proposals require new primary legislation. The consultation runs for 12 weeks until 29 October 2020

The scope of the proposed changes is considerable and the reforms if implemented as outlined, would have significant implications for local planning authorities. The draft consultation response also has regard to Government's proposals to reform local government which are due to be set out in a separate White Paper in late 2020/early 2021.

Taking account of members comments on the draft response since it was published it is proposed to amend the response to include the following:

1. Question 8 – make it clear that the number of homes is per annum and state the number up to 2033 the end of the plan period
2. Question 9a - Areas for growth should be more carefully considered for the long term - may mean it is too easy to develop in land recognised as requiring growth.
3. Question 9b - **Enhance protections for conservation areas.** The protection of conservation areas is vitally important in our local area, this should not be compromised. The provision for "appropriate, sympathetic changes to support their continued use and address climate change" needs to be strengthened.
4. Question 10 - These proposals take away powers from local authorities and representatives. Whilst we are pleased they recognise the importance of the green belt, further protections are needed to protect the character of an area. Local voices need to be strengthened and broadened and the number of applications brought to committee should not be stripped back as far as currently suggested.
5. Question 14 – if planning permission is granted and not implemented there need to be sanctions to build sites out and some financial penalty if development is started and not finished
6. Question 20 - The proposals should not compromise the quality of housing as a result of any changes to increase permitted development which may reduce the quality of building and not meet the character of a local area.
7. Question 22a – emphasise the need to retain the contribution to community projects in local areas

8. Question 22b – need to ensure that a flat or area based rate will not result in less contribution to affordable housing

### **Synopsis of proposals in the White Paper**

The Planning White Paper identifies several problems with the current planning system that it seeks to tackle including: that it is too complex; planning decisions are discretionary rather than rules-based; that it takes too long to adopt a Local Plan; and that it is based on 20th-century technology.

The White Paper proposes a zonal system whereby local plans designate land into three different categories:

### **Main changes to plan-making**

- a) Growth areas suitable for substantial development including new settlements and urban extensions and which would have automatic outline permission with faster routes for detailed consent. The consultation also asks whether new settlements should be consented via Development Consent Orders (DCOs) under the Nationally Significant Infrastructure Projects regime;
- b) Renewal areas suitable for development, largely on urban and brownfield sites, and which would be permitted either through a prior approval process, a faster planning application process or a Local or Neighbourhood Development Order; and
- c) Protected areas where development would continue to be restricted such as Green Belt, Conservation Areas, Wildlife Sites, areas of significant flood risk and important areas of green space.

The White Paper promotes a **simplified, streamlined and more engaging plan-making process** with proposals including:

- Removing general development management policies to national policy to create much shorter and focused Local Plans;
- Replacing the ‘tests of soundness’ with a single statutory “sustainable development” test;
- Removing the Duty to Co-operate test;
- Local plans to be more visual and map-based, to follow a standard template and based on the latest digital technology; and
- A statutory duty to adopt the new style plan within 30 months of the new legislation coming into force or 42 months for councils with a recently adopted plan (such as Chelmsford) with sanctions for those failing to do so

The White Paper proposes a **standard method for establishing housing requirement figures** to distribute the Government’s national housebuilding target of 300,000 new homes annually. This would amend the current standard method to include affordability changes over time, remove the cap on the limit of the increase for individual local authorities and include a buffer to account for a drop-off rate

between permission and delivery. Land constraints, such as the Green Belt, could be factored in once existing brownfield land for housing has been optimised.

### **Main changes to decision making (Development Management)**

- The White Paper seeks faster and more certain decision-making with firmer deadlines. The established period of 8 or 13 weeks for determining an application is proposed to be a firm deadline. 'Extensions of time' which are used currently to agree an extended determination date with the developer are criticised.
- Decision-making would make greater use of digital technology, including a new case-management software (this would automate routine processes such as knowing whether applications are "within the rules"); data-rich planning registers; digital templates; standardisation of technical information and standard national planning conditions.
- Delegation of planning decisions would be given to Planning Officers where the principle of development has been established (i.e. through designation as growth or renewal land within a local plan).
- There would be an automatic refund of planning fees if the application is not determined within the time limit and deemed approval of planning permission if there has not been a timely determination.
- Applicants who are successful at appeal will receive an automatic rebate of their planning application fee. The National Planning Policy Framework (NPPF) would also be updated.
- The Government propose to strengthen enforcement powers and sanctions and the nature of permitted development would be widened, to include development of popular and replicable forms of development.
- A quicker and simpler framework for assessing environmental impacts (Environmental Impact Assessments) is proposed.
- The White Paper also proposes to explore whether suitably experienced architectural specialists can have earned autonomy from submitting routine listed building consent applications.

### **Main changes to design and sustainability**

- The headline objective in the White Paper is that planning should create beautiful and sustainable places. This leads on from the recommendations of Building Better, Building Beautiful Commission 2019.
- Planning is a powerful tool to create places and new communities, not simply concentrate on building design.
- To augment improvements in decision making, local councils will be expected to set out detailed design parameters and specific standards for their areas. A

National Model Design Code will be published in the autumn setting out how this may be achieved.

- These design guides and design codes should be developed through robust public engagement and emphasise local character.
- There is a recognition that this may require a step-change in design skills, prioritisation and leadership available to local council's as well as the need to improve resourcing for planning departments more generally. The role of Homes England, for example in its Garden Towns and Villages programme, will be reviewed to assist with this.
- The proposals include a focus on net gains for the quality of the built and natural environments, moving away from 'no net harm'.

### **Main changes to developer contributions for infrastructure**

The White Paper proposes that the current system of planning obligations under Sections 106 should be consolidated under a reformed, extended 'Infrastructure Levy'. The existing system of S106 agreements and Community Infrastructure Levy would be removed. The new Levy would:

- Be based on a flat-rate set nationally at either a single rate, or at area-specific rates;
- Be based on the principle of capturing a proportion of land value uplift to fund infrastructure and affordable housing;
- Be charged on the final value of the development;
- Be levied at the point of occupation;
- Include a value-based minimum threshold below which the levy is not charged;
- Only be charged on the proportion of the value that exceeds the threshold;
- Maintain an exemption for self and custom build development;
- Be chargeable on permitted development proposals
- Enable in-kind on-site delivery of affordable housing; and
- Maintain the 'Neighbourhood Share' associated with CIL.

Local authorities could borrow against the Levy to forward fund infrastructure

### **Other changes to deliver the reforms**

These include:

- Introducing a new performance framework across all planning functions;
- Providing stronger enforcement powers and sanctions;
- Greater regulation of discretionary pre-application charging; and

Potentially widening fee income to cover planning costs e.g. Local Plan submissions

(Further information: Alison Blom-Cooper 4066)

### **3. EFDC SAFER SPACES COMMONPLACE REPORT 19 OCTOBER 2020 (Pages 21 - 30)**

Please see attached.

**4. CHAIRMAN'S DIARY**

None this week

---

## LICENSING ACT 2003

---

None this week

---

## PLANNING

---

### 1. Appeals Lodged

EPF/0890/19 Meadgate Works Meadgate Road Nazeing Essex EN9 2PD - Application for a Lawful Development Certificate for existing hours of use of the site from 05.00am-12.00am Monday to Saturday – Written reps – Alastair Prince ext. 4462

### 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

EPF/0411/20 – 13 Spareleaze Hill Loughton Essex IG10 1BS - Demolition of existing dwelling. Proposed 3 storey replacement dwelling with crown roof over, insert garage to front and rear flat roof dormer – Allowed with conditions

EPF/0842/20 – 179 Queens Road Buckhurst Hill IG9 5AZ - Proposed office building fronting Westbury Lane – Dismissed

EPF/2103/19 – Oakleigh House Hamlet Hill Roydon CM19 5JZ - Proposed office building fronting Westbury Lane – Dismissed

EPF/2319/19 – Bowlands Meadow Theydon Road Epping CM16 4EE - Erection of x 2no. detached two storey dwellinghouses, together with the provision of associated access, parking & landscaping – Dismissed

EPF/2829/19 Castor Cottage Housham Tye Road Matching CM17 0NY- Construction of a two storey front/side extension – Dismissed

EPF/2914/19 – 34 Graylands Theydon Bois CM16 7LB - Proposed loft extension & a front dormer – Dismissed

EPF/3020/19 – 27 Gravel Lane Chigwell IG7 6DA - Proposed two storey side and rear extension. (Revised application to EPF/1918/19) – Dismissed

### 5. Tree Preservation Orders

TPO/EPF/08/20 - Alpha Cottage, Epping Road, Epping Upland – effective from 14th October 2020.

### 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.