

# **EPPING FOREST DISTRICT COUNCIL COMMITTEE MINUTES**

**Place:** Council Chamber, Civic Offices,  
High Street, Epping      **Time:** 7.00 - 8.12 pm

**Members Present:** Councillors M Sartin (Chairman), D Sunger (Vice-Chairman), I Allgood, C Amos, R Balcombe, N Bedford, P Bolton, H Brady, R Brookes, L Burrows, S Heap, S Heather, H Kane, S Kane, H Kauffman, P Keska, J Lea, J Leppert, A Lion, J Lucas, C McCredie, J McIvor, R Morgan, S Murray, M Owen, A Patel, J Philip, Caroline Pond, C C Pond, K Rizvi, B Rolfe, D Stocker, B Vaz, C Whitbread, H Whitbread, J M Whitehouse, K Williamson, D Wixley and S Yerrell

**Members Present (Virtually):** Councillors R Bassett, P Bhanot, E Gabbett, J Jogia, L Mead, S Patel and D Plummer

**Apologies:** R Baldwin, I Hadley, R Jennings, J Jennings, T Matthews, R Pugsley, S Rackham, P Stalker and J H Whitehouse

**Officers Present:** A Small (Section 151 Officer), G Woodhall (Team Manager - Democratic & Electoral Services), J Leither (Democratic Services Officer), N Boateng (Service Manager (Legal) & Monitoring Officer), N Cole (Corporate Communications Officer) and P Seager (Chairman's Officer)

**Officers Present (Virtually):** V Messenger (Democratic Services Officer)

## **14. WEBCASTING INTRODUCTION**

The Democratic and Electoral Services Manager reminded everyone present that the meeting would be broadcast live to the Internet, and that the Council had adopted a protocol for the webcasting of its meetings.

## **15. DECLARATIONS OF INTEREST**

There were no declarations of interest made pursuant to the Council's Code of Member Conduct.

## **16. MINUTES**

## **RESOLVED:**

That the minutes of the Annual Council meeting held on 26 May 2022 be taken as read and signed by the Chairman as a correct record.

## 17. ANNOUNCEMENTS

- (a) **Announcements by the Chairman of Council**
  - (i) **Supplementary Reports**

The Chairman brought to the attention of Members that as an addition to the agenda there were a further four supplementary reports:

- Report of the Housing and Community Portfolio Holder;
- Updated report of the Technical Services Portfolio Holder (pages 59-64);
- Updated Report of the Contracts & Commissioning Portfolio Holder (pages 57-58); and
- Appointment Panel: Vacant Position on the Licensing Sub-Committee; and Joint Arrangements & External Organisations: Appointments to the Epping Forest Culture and Community Trust (Items 11a and 12 on the agenda)

**(ii) Councillor P Bhanot, MBE**

The Chairman congratulated Councillor P Bhanot for receiving an MBE in the Queen's Birthday Honours 2022, for his services to the Community of Chigwell.

**(iii) Derek Whitbread, BEM**

The Chairman congratulated Derek Whitbread, an on-call firefighter at Epping who has served the town of Epping for 47 years and was awarded the British Empire Medal in the Queen's Birthday Honours 2022. In the past he had also received an award at the Council's Civic Awards in recognition of the work and service he had given locally.

**(iv) Lord Lieutenants Platinum Jubilee Service**

The Chairman advised that she had attended the Lord Lieutenants Platinum Jubilee Service at Chelmsford Cathedral and also services to rededicate the War Memorial in St Andrew's Church Yard at North Weald, and the rededication of the Norwegian Stone which sat outside of the airfield near to the airfield museum.

**(v) Annual Petanque Match**

The Chairman reported that the annual petanque match, which took place between Epping Town Council and the District Council early in July, where she and the Vice-Chairman Councillor D Sunger had come up against worthy Epping Town Council opponents in the annual petanque match, District and Town Councillor J H Whitehouse and Town Councillor M Wright but unfortunately, they proved to be no match for the Town Council and sadly lost she therefore went on to congratulate the winning team.

**(vi) Jack Petchey Achievement Awards**

The Chairman stated that she would like to congratulate all of the young people across the district who received Jack Petchey Achievements Awards this year. She advised that she felt privileged to be able to present the awards to many of the young who attended local schools and clubs and also recipients from the Youth Council.

**(vii) Community Culture & Wellbeing**

The Chairman advised that she was looking forward to watching some of the activities that the Community Culture & Wellbeing Team would be putting on for young people during the summer school holidays.

**(viii) Member/Officer Coffee Morning**

The Chairman reminded members that next member/officer coffee morning will be on the 14 September. She advised that she attended the first coffee morning and found it to be a particularly worthwhile exercise as it gave members the opportunity to meet with a variety of officers across the council.

#### (xv) **Floral Display**

The Chairman announced that she intended that the flowers from this evening's meeting to go to the Community Hub in the Civic Offices to be enjoyed by all staff and visitors.

### **18. PUBLIC QUESTIONS (IF ANY)**

#### **Question by Mrs Mary Dadd, Chairman of Ongar Neighbourhood Plan Steering Group to Councillor N Bedford, Place Portfolio Holder.**

EFDC has identified some 11400 new homes to be built in the district between 2011-2033, with some 4,000+ to be delivered as allocated in the Local Plan Policy SP2 Spatial Development Strategy. by 2033 for individual civil parishes, towns etc. This is supported in the SHMA and OAHN household predictions, which indicate the number of bedrooms and flats or houses and in The Housing Mix (Planning) Guidance Note May 2021 (draft 4), which also indicates the type/topology of housing (house/flat/number of storeys/gardens) and housing mix of number of bedrooms expected for each band of density.

Clearly, and as indicated in the Local Plan Housing Policies, it is crucial to ensure that 'mixed and balanced communities' are retained/achieved and that supporting educational and health services can be planned ahead.

The overall approximate mix is stated as 70% 3+ bed, 20% 2 bed and 10 % 1 bed, although affordable & Mixed are slightly different from Market housing need, the former with more 1 & 2 bed homes and the latter with more 3+bed homes. This is also the same mix for Ongar's housing stock (ONS 2011) Ongar Neighbourhood plan 2020-2033 endorses and supports EFDC Local Plan housing mix as specific to Ongar civil parish.

Allocated sites have been designated indicative density and therefore approx. capacity depending on whether they are edge of settlement, urban etc. NPPF expects efficient use of land, which (para 124) also states "the desirability of maintaining an area's prevailing character".

Our concern is that it is more profitable for developers to 'offer' the required number of affordable homes on a major development site as a mix, but with predominantly smaller houses or flats with 1-2 bedrooms and also smaller dimensions of room sizes and outdoor space, including in locations where density favours larger units. This is already evident in at least two developments recently applying for planning approval. This will not fulfil the mix of housing need over the Plan period.

Communities/towns are likely to fulfil the numbers allocations but without monitoring at the outset, the mix will be with inappropriate, and in particular, with too few family homes in low density edge of settlement locations. This imbalance is unlikely to be able to be reset in remaining allocated sites coming forward later in the Local Plan lifetime. In turn this will adversely affect educational facilities forecasting and health services predictions. in turn this will lead to more transient population.

**Question**

1. How is the housing mix for new developments being monitored generally in EFDC and specifically in civil parishes or wards as allocated sites and windfall sites are coming forward, including the mix of affordable housing?
2. The Guidance Note for developers would ensure Local Plan Policies are fulfilled and the housing mix suit the housing needs. How is the Guidance Note being used in the Housing and Planning departments? including the recommendations for planning application approval or refusal by housing officers and planning officers?
3. If there is no monitoring (in both departments), please can it be set up as soon as possible?

**Response given by Councillor N Bedford, Place Portfolio Holder**

Councillor N Bedford thanked Mrs Dadd for submitting a question to Council and replied that key officers within the Planning Policy Team, who would have helped to provide a response to her question, were currently on annual leave and therefore a reply would not be available at this meeting. He stated that Mrs Dadd would receive a written answer within the next month, in accordance with Council Procedure Rule Q1, paragraph 3(c).

**19. QUESTIONS BY MEMBERS UNDER NOTICE**

The Council noted that there were no questions by members under notice that had been submitted for consideration at this meeting.

**20. REPORTS FROM THE LEADER & MEMBERS OF THE CABINET**

The Council received written reports from Portfolio Holders. The Chairman invited the Leader of Council to provide a verbal report and the opportunity for other members of the Cabinet to give verbal updates on matters concerning their relevant portfolios.

**(a) The Leader of Council**

Councillor C Whitbread advised that he had been meeting with members of the Cabinet to discuss the work programme for the year ahead and what the Cabinet were seeking to achieve. He stated that he had also had a number of meetings to discuss the initial work on the Council's Corporate Plan which was emerging and will be going before the select committees before being presented at Cabinet.

He advised that he was still meeting with different Council Leaders, recently Harlow and Uttlesford to discuss how they could work together in the future.

He had also attended the rededication of the Norwegian Stone and had the opportunity to show members of the Norwegian Airforce around North Weald Airfield.

He advised that he had been around the district visiting local schools and hoped to visit more in the near future to meet the youth of the district and to see the work that was being done in our schools.

In the weeks ahead he advised that he and some of the Cabinet had meetings with BIFFA to discuss some of the issues around the waste collections and how these issues were going to be addressed in the future.

**(b) Housing and Community Portfolio Holder**

Councillor H Whitbread advised that the Council had received £338,000 Safer Streets funding from the Government which the Council have contributed to in the sum of £169,000. This was part of a government initiative to keep streets safer.

The Council would be using some of the money to invest in the Ninefields Estate in Waltham Abbey, installing CCTV, making sure the communal spaces were more open and safer and also around signage and the bin spaces. Historically in this area there have been issues with anti-social behaviour, drugs and fly-tipping. It was hoped that an improvement would be seen at Ninefields and this Council welcomes its close collaboration with the Police, Fire and Crime Commissioner, Roger Hirst.

**(c) Finance Portfolio Holder**

Councillor J Philip stated that he would like to thank a resident of the district for spotting that the Qualis Community Interest Company did not file its reports on time. He added that the Qualis Community Interest Company was now dormant but that it still should have filed accounts. He stated that he had spoken to the managing director of Qualis and she has assured Councillor Philip that the accounts will be filed within the next week. He had been advised that due to staffing levels and for the fact this company was now dormant the details did not go for audit with the auditors, this will be added to the process going forward so that it would not happen again.

Councillor Philip stated that he would like to inform Council of some good news, just before the close of business this evening officers submitted our response to the Shared Prosperity Fund to Government and we should hear from the Government sometime in October 2022 on the result of our bid. This was a significant piece of work and it was worth noting that we as a Council took much more of this through the democratic process and got the bid in before time.

**(d) Technical Services Portfolio Holder**

Councillor K Williamson advised that the pavement licensing, since it was drafted, had been extended until September 2023.

The licensing hearing for the Crooked Billet will be on Tuesday 3 August 2022.

There will be a members briefing on the new planning system, at one stage it was going to be held before this meeting, but that proved to be difficult so it was now being arranged for the very near future and members will be informed of that date.

**21. QUESTIONS BY MEMBERS WITHOUT NOTICE****(a) Energy Grant**

Councillor R Balcombe asked the Finance Portfolio Holder how much progress had been made in distributing the £150 energy grant, especially to those who do not pay by direct debit. Further to that was there any news of the discretionary scheme and could he remind Council on how much money had been allocated to this scheme.

Councillor J Philip advised that the main Government scheme had been completed by the Council's Revenues and Benefits team which had been achieved more than 10 weeks ahead of schedule. In terms of the direct debit payers almost 21,200 of those had been paid, regarding the non-direct debit payers almost 3,300 have been paid via BACS payments. All residents that the Council did not hold bank details for

and were eligible for the scheme were contacted by letter to advise them of the scheme and how they would like the money to be paid. For those that did not reply the £150 was credited to their Council Tax account. The total amount of money paid was £4,773,000 for almost 32,000 Council taxpayers who had qualified for this scheme.

He advised that the Council had now moved onto the discretionary funding scheme for those in receipt of Council Tax Support and the deadline for that was at the end of November 2022 which was expected to complete ahead of time.

(b) Planning Application – Russell Road, Buckhurst Hill

Councillor S Heap stated that his question was to the Place Portfolio Holder and stated that at Full Council in April 2022 he had asked a question, to which could not be answered because it was under investigation. Therefore, he would like an update to that investigation and stated that as far as he was aware there was no investigation. He would therefore put the question to the Place Portfolio Holder again, do you think that clandestine meetings between Senior EFDC Officers and Conservative District Councillors to discuss an ongoing planning matter from a Conservative Parish Councillor sends out the right signals of fairness and openness.

Councillor N Bedford asked if Councillor Heap would like to declare an interest on the planning matter.

Councillor S Heap stated that he was unaware of any interests he may have apart from being interested in an answer to his question.

Councillor N Bedford advised that he had sourced his response through legal and stated that the circumstances surrounding the meeting, to which Councillor Heap had already been advised about. The meeting took place with Ward Councillors and Officers prior to the Russell Road planning application, it had been investigated and the Monitoring Officer was satisfied that nothing untoward took place and no further action would need to be taken.

(c) Recent Heatwaves and Wildfires

Councillor J McIvor stated his question was to the Leader of Council and asked if he would join him in thanking the Fire Service who have done an amazing job supporting the district, in particular the rural communities during the recent heatwaves and our thoughts are with those that have had wildfires to deal with.

Many of our residents are anxious and concerned about some of the scenes that we have seen in places like Wennington and asked if the Leader could reassure our residents that the Council's emergency procedures are well tested and that Officers and the Council stand ready to support any of our residents who may find themselves in a distressing situation like other Essex residents have found themselves in.

Councillor C Whitbread stated that this question gave him the opportunity to pay tribute to the firefighters of the district who do an excellent job and as mentioned earlier the tribute to his own brother who had served 47 years as an on-call firefighter in Epping. It was not just thanks to the firefighters it should also be mentioned that their families should be thanked for the support they give to the firefighters that work on the frontline, work long hours and do a brilliant job in protecting our communities.

He stated that he had every confidence in the Council's emergency plans which showed when last year there was a fire in Woodland Close and the Council pulled

out all the stops and offered a first-class service. Every time there was an emergency something new was learned for the next time.

(d) Programme to improve older housing

Councillor C Amos advised that his question was to the Housing & Community Portfolio Holder and stated that he was pleased to see, in recent reports, that the Council were producing a programme to improve older housing properties and asked if there was any specific programme for improving the insulation which was particularly pertinent at this time with the rising energy costs.

Councillor H Whitbread replied in terms of insulation the Council are conducting a 'Council House Regeneration Programme' which was being reviewed and this would be looked at under this programme. The issue which they have come up against was that it was a very costly project, although, over recent years the Council have worked with their tenants to look and installations in council owned properties and are trying to get this to the highest specification as possible.

The Council House Building Programme builds new properties in the most environmental way as possible and that she worked closely with the teams to look at the different solutions moving forwards.

(e) Hardship over the 6-week summer school holidays

Councillor S Murray stated that he would like to mention that he had declarations of interest with the two organisations he was going to mention in his question.

He advised that his question was to the Leader of Council and he asked if the Leader was aware how difficult the 6 week summer holidays were for a significant minority of families in the district and would he like to use this meeting as a further opportunity to put on record our thanks to the Surplus Food Hub and the Free Food For You Hub, who during the summer holidays would be running 30 sessions, 5 a week for six weeks, and would he further like to thank the Epping Forest Food Bank who would also be running over 24 sessions in this same period. He added that last week in a targeted programme with the districts primary schools they were able to distribute over 2.5 tonnes of food to 110 families across the district, personally delivered to them by a team of volunteers.

Councillor C Whitbread agreed that this 6-week period could be difficult for families with young children at home and are still having to work. He stated that he did not think anyone could forget the issues residents were facing, particularly with the cost-of-living crisis that everyone was aware of. We should also welcome the work that was done in our communities by the Epping Forest Food Bank and others that the County Council was also running a whole range of summer events and Epping Forest were actively engaged in these events as well. He went on to say that he did understand and had real concerns for all residents at this present time.

Councillor H Whitbread stated that what was important was getting the word out there and letting residents know what was available, there was a plethora of support through her Essex County Council role and highlighted the Activate Holiday Camp Clubs which are put on throughout the district and offers a full day of activities which included a meal as well as educational enrichment activities and sport.

Last year I visited the West Ham Academy who ran an event at Thornwood Common and I believe they will be doing the same this year and residents should look to see if they were eligible and if so sign up. It was an opportunity for children to meet their

peers during the summer holidays. There was also other support available for people in times of crisis, whether that be the essential living fund and various other grants through Essex County Council.

She highlighted that she had put together a guide of support and what was available, she would link this to her Facebook page. She gave her thanks to the food banks locally for the work they do which was really important at this time.

(f) Tree Planting

Councillor C McCredie advised her question was to the Place Portfolio Holder and referred to page 37 of the agenda, regarding tree planting and stated that it was to be welcomed the number of trees that had recently been planted over the district but was concerned that during these prolonged periods of dry hot weather how these young trees were faring, did they have aftercare, were they being watered or were they dying.

Councillor N Bedford stated that it was not just the case of digging a hole and planting the tree, there was a whole proper management plan being followed around the tree planting schemes across the district, which was fully supported, normally, by the Town and Parish Councils. The Town and Parish Councils would take onboard an allocation of trees arranged for local communities to clear the ground and plant those trees.

He thought that she would have to agree with him that this particular year was an exceptional year with regards to the heat and drought and maybe for the future different kinds of trees should be looked at especially ones more susceptible to surviving drought conditions, otherwise the future of the greenery of the district could die out.

(g) Local Plan and further main modifications

Councillor C C Pond advised that his question was to the Place Portfolio Holder as it arose from his report on page 35 of the agenda regarding the advice being given by the Local Plan Inspector on further main modifications. He asked if the Place Portfolio Holder could advise when these would be issued for formal public consultation, which he believed should last for 3 months so what would be the starting and the terminal dates of the consultation.

Councillor N Bedford advised that the Inspector, Mr Bore has written to the Council with quite an extensive timetable and has indicated that he would like everything completed by the Autumn of this year. In his report, the Inspector had submitted a further 106 questions to which some of the questions he has drafted the wording he would like. Some of the wording the Council are challenging which was around the previous Inspector's recommendations. Information was being supplied back to Mr Bore of how the Council came to that decision to change that wording and therefore there was a slight delay.

It was hoped that the consultation would have started in mid-July but with the slight delay and it would be preferable for it to go out for consultation after the summer holidays. Last year it went out for consultation for 8 weeks and as there were only minor alterations now it would only go out for consultation for 4 weeks. Therefore, it was anticipated that the consultation would be finished by late summer and the minor modifications would be going to Full Council in the autumn.

(h) Summer Holiday Activities

Councillor J Lucas advised her question was to the Wellbeing and Community Partnership Portfolio Holder regarding the summer activities across the district. She informed Council that she was really pleased to see the efforts that had been put in with regards to the number of activities that have been planned across the district and would like to know more about these and if there were any other activities that were going to be planned throughout the year.

Councillor A Patel advised that as restrictions have been reduced and we have returned to a normal way of life, following the height of the Covid pandemic, the Council's Community, Culture and Wellbeing Team (CCW) have put on a packed programme of activities this summer. With the summer holidays now in full flow I can confirm that bookings for the children's holiday programme 2022 are filling up quickly and many of the events are now fully booked.

The Play in the Park sessions are proving to be very popular this year. Members will see from his report that CCW were piloting a new style of brochure called 'What's on in Epping Forest'. The brochure was for the months of July, August and September, to promote activities and events for all ages and volunteering opportunities for adults. The booklet was available online on EFDC's website or as a hard copy from the Civic Offices in Epping or the District Council Museum in Waltham Abbey.

(i) Safer Streets Funding

Councillor S Yerrell advised his question was to the Housing & Community Portfolio Holder and stated that he was pleased to see that the Council had received some Safer Streets funding and that the Ninefields Estate in Waltham Abbey was going to be a recipient of this funding. Could the Portfolio Holder please explain more about it and would there be a consultation on how the money would be spent.

Councillor H Whitbread stated that she would be going to the Ninefields Estate tomorrow to meet with some residents but also to look at where they would put the plans that were in place. She added that this was an exciting project and that she had worked closely with Roger Hirst to secure the funding and would like to put on record her and the Council's thanks to him for helping to secure this bid.

There had been ongoing consultation with the Ninefields Residents Association who the housing team have built up a good relationship with and there would be consultation with them in that respect but there were some key goals that the Council wanted to achieve in terms of enhancing the CCTV network and looking at the bin areas and making those much tidier areas and to deal with fly tipping. She advised that she would be happy to meet up with Councillor Yerrell and the Residents Association to discuss the implementation of this scheme.

(j) Local Plan

Councillor J M Whitehouse advised his question was to the Place Portfolio Holder and thanked him for the update on the Local Plan and asked as part of that work were the trajectories being updated as the report went to Cabinet earlier this week and a lot of the commencement dates seemed unrealistic and indeed some had passed and when would we get an updated trajectory as it was fundamental in terms of delivering the right number of homes at the right pace and time.

Councillor N Bedford stated that he had a meeting with officers the following day and would need to get an update from them regarding the trajectories and would get a written response to Councillor Whitehouse as soon as possible.

## (k) Safety in HMO's

Councillor J Lea advised her question was to the Housing & Community Portfolio Holder and stated that she had concerns regarding the amount of HMO's that appeared to be popping up around the district. She advised that she knew of at least three in Waltham Abbey and was concerned about whether they were being checked properly for fire regulations as one in Waltham Abbey did have a fire last year and she could not get any details of how many people there were living in the house. Therefore what could be done to make sure that these HMOs are regularly checked to make sure they are safe to live in.

Councillor H Whitbread stated that as Councillor Lea had mentioned this to her recently she had asked officers to put together a full response but just to give clarity and understanding of how HMOs work. If they are five bedrooms or above or more than 5 people live there they have to go through our licensing process, there were a number of HMOs across the district and that might be for various different reasons, they provide cheaper rent solutions and the Council have run HMOs in the past. There were 145 HMOs across the district and the Council actively seeks out those that are not licensed. We seek them out by looking on sparerooms.com and from intelligence by the public.

She advised that she would make sure Councillor Lea received a copy of the detailed response which had been prepared by officers.

## (l) Harlow and Gilston Garden Town

Councillor D Wixley advised his question was to the Place Portfolio Holder and referred to item 3 on page 36 of the agenda which referred to the Harlow and Gilston Garden Town project, particularly as there were going to be 3,900 homes in the Epping Forest District Council area and asked if the Portfolio Holder would be willing to organise a visit for Councillors to look at where this new town was going to be.

Councillor N Bedford advised that the short answer to his question had to be no, the reason being that was there had been numerous briefings and workshops, over the years on the Harlow and Gilston Garden Town so members should be aware of where it was. The Council were now moving into the development phase of the programme where developers were putting forward their master planning projects, therefore there was not a great deal to see at this present time except for empty fields.

Once the new bridge over the river Stort, which was under a judicial review, gets the go ahead and the development of the first phase starts there may be more of an opportunity to go and visit then.

## (m) Refurbishment of Frank Bretton House, Ongar

Councillor B Vaz advised his question was to the Housing Portfolio Holder and stated that Frank Bretton House in Ongar which was in his ward and which he visited on the 21 June, at the official opening after a recent refurbishment and asked the Portfolio Holder why this work was done and if there were any plans to do similar works across the district.

Councillor H Whitbread advised that this was the first of the regenerations of our sheltered scheme and it was something that the Council were looking to bring forward further. A report came to the last Stronger Communities Select Committee

which was well received, and she looked forward to bringing that report to Cabinet later this year.

The regeneration of sheltered housing was one of the most important parts of the Council's regeneration scheme and one of the biggest challenges that the Council had was in terms of housing was trying to get people to downsize and in order to do that we have to create nice places for people to live.

(n) Ride London

Councillor C McCredie advised her question was to the Finance Portfolio Holder and stated that it was regarding Ride London, which was a very exciting event for the district however, she was concerned about the adverse effect it has had on some of the local businesses and wondered if there had been a debrief yet or was there a debrief to come in the near future.

Councillor J Philip replied that from an economic development point of view it had been looked at, but was not yet finished, it had been noticed that Epping had seen a downturn in footfall during this period which was almost completely balanced with a similar rise in footfall in Waltham Abbey and Ongar. Therefore, it was being looked at and work was being undertaken with the Federation of Small Businesses to make sure that we can give as much support as possible. The Ride London this year there was very little time to react to it and if it goes ahead next year, we will be in a better position to move forward and work more closely with local businesses.

**22. MOTIONS**

The Chairman reported that there were no motions to be considered at the meeting.

**23. OVERVIEW AND SCRUTINY COMMITTEE**

Councillor H Kane, Chairman of the Overview & Scrutiny Committee reported that the reports in the agenda had been transposed and the report on page 95 should start on page 71 as this was the annual report to go with the attachment and the report on page 71 should start on page 95, which was the report from the last meeting held on the 16 June 2022.

**(a) Overview and Scrutiny Annual Report**

The Council received the seventeenth Annual Report of the Overview and Scrutiny Committee, its Select Committees and Task and Finish Panels for 2021/22, to be approved, by the Chairman of the Committee Councillor H Kane.

Councillor S Murray referred to page 83 of the agenda, 'Call-in – tree planting, Jessel Green' and stated that this was a really good example of scrutiny working well, the Portfolio Holder made a decision, it was called-in by local members because they felt the decision could be improved and then it was settled by an informal discussion rather than having to follow a formal process. The outcome of the trees and where they were going to be planted has produced a better solution. He went on to say that it had only been a couple of years ago that the Council were planning to build on Jessel Green.

He went on to congratulate the 'Save Jessel Green Group' for their excellent grassroots campaign to save Jessel Green, he also went on to congratulate Councillor H Kane on the scrutiny report and also paid tribute to the Leadership of the Council who did the right thing by Jessel Green.

**(b) Report of the Chairman of the Overview and Scrutiny Committee**

The Council received a written report from Councillor H Kane, the Chairman of Overview and Scrutiny Committee for the meeting held on the 16 June 2022.

There had also been a further meeting of the Overview & Scrutiny Committee on the 26 July to which Councillor H Kane gave a verbal update.

She informed members that at this meeting, the Overview and Scrutiny Committee went through Cabinet reports and KPI's where there was a good debate. All questions were answered by the number of officers that attended the meeting and represented the Portfolio Holders.

The Overview & Scrutiny Committee would continue to scrutinise the Council's business in a positive and constructive way this coming year. Councillor H Kane encouraged other members to attend the Overview & Scrutiny Committee, especially the newly elected members giving them a chance to enhance their knowledge of how the Council works.

**RESOLVED:**

- (a) That Council approved the annual report of the Overview and Scrutiny Committee; and
- (b) That the report of the Overview and Scrutiny Committee meeting held on 16 June 2022 be noted.

**24. APPOINTMENT PANEL**

The Leader of Council advised that following on from Annual Council in May of this year there was one vacancy remaining on the Licensing Sub-Committee which I understand should be the entitlement of the Green Party, however if this vacancy were not to be taken up by the Green Party I have a Member who has already had training and served on this committee last year.

Therefore, if the Green Party did not have a candidate for this position the Conservative Party would like to put forward Councillor D Sunger.

Councillor S Heap, Leader of the Green Party advised that they did not have anyone to fill that position.

The Chairman asked for any other nominations to which there were none and asked Members if they were happy to support the nomination of Councillor D Sunger to fill that vacancy.

**RESOLVED:**

That Councillor D Sunger would fill the remaining vacancy on the Licensing Sub-Committee.

**25. JOINT ARRANGEMENTS & EXTERNAL ORGANISATIONS****Report of the Cabinet – Appointment to Outside Body**

**Mover: Councillor C Whitbread, Leader of the Council**

Councillor C Whitbread presented a report regarding appointments to be made to the Epping Forest Culture & Community Trust and recommended:

- (1) That the invitation from the Epping Forest Culture & Community Trust to appoint two Members of the Council as Trustees be accepted;
- (2) That future appointments to this Outside Body should be considered a Council appointment, rather than a Leader appointment, be agreed;
- (3) That suitable nominations to this new Outside Body be considered and appointments made for the terms beginning with the 2022-23 municipal year; and
- (4) That the appointments be made for a four-year term, in line with the term of office for the other Trustees, starting from the 2022-23 municipal year and ending with the 2025-26 municipal year.

He therefore recommended that Councillor H Kane and Councillor C Nweke be the members appointed to the Epping Forest Culture & Community Trust.

**Report as first moved ADOPTED****RESOLVED:**

That Councillor H Kane and Councillor C Nweke be appointed to the Epping Forest Community & Culture Trust which was agreed.

**CHAIRMAN**