

EPHING FOREST DISTRICT COUNCIL COUNCIL MINUTES

Committee: Council **Date:** 21 May 2009
Place: Council Chamber, Civic Offices, High Street, Epping **Time:** 7.30 - 8.54 pm

Members Present: Councillors J Knapman (Chairman), Mrs P Smith (Vice-Chairman), K Angold-Stephens, R Barrett, R Bassett, D Bateman, A Boyce, Mrs R Brookes, Mrs P Brooks, K Chana, Mrs S Clapp, M Cohen, Miss R Cohen, J Collier, M Colling, Mrs D Collins, D Dodeja, R Frankel, P Gode, A Green, Mrs A Grigg, Mrs A Haigh, Mrs H Harding, J Hart, Ms J Hedges, D Jacobs, R Law, Mrs J Lea, J Markham, Mrs M McEwen, G Mohindra, R Morgan, S Murray, J Philip, Mrs C Pond, G Pritchard, W Pryor, Mrs P Richardson, B Rolfe, B Sandler, Mrs M Sartin, P Spencer, D Stallan, Ms S Stavrou, Mrs J Sutcliffe, P Turpin, H Ulkun, A Watts, Mrs E Webster, C Whitbread, Mrs J H Whitehouse, J M Whitehouse, D Wixley and J Wyatt

Apologies: Councillors Mrs L Wagland

Officers Present: P Haywood (Chief Executive), D Macnab (Deputy Chief Executive), I Willett (Assistant to the Chief Executive), S G Hill (Senior Democratic Services Officer), T Carne (Public Relations and Marketing Officer), P Seager (Chairmans Secretary), S Mitchell (PR Website Editor) and P Tredgett (Information Assistant)

1. WEBCASTING INTRODUCTION

The Assistant to the Chief Executive, on behalf of the Chairman of the Council, 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.

2. RETIRING CHAIRMAN OF THE COUNCIL - YEAR OF OFFICE

Councillor Knapman addressed the Council on his year of office.

He thanked the Council for affording him the privilege of being elected Chairman of the Council for the past year which had been very enjoyable.

The Chairman announced that he attended over 150 events during his year of office and had been successful in raising over £40,000 for local charities as a result of his appeal. He drew attention to the fact that during the year he had been able to assist a larger number of local groups than he had originally planned, something which gave him great satisfaction.

He stated that he had particularly enjoyed a number of events sponsored by Voluntary Action Epping Forest and commended the work of that organisation in the district.

He thanked the Chairman's Secretary, Mrs P Seager and staff of the Democratic Services Team for the support and advice he had received over the year. He also

thanked members of the Council who had made the job of being Chairman very easy and for the support of his wife which had been invaluable to him.

Finally he paid tribute to the ongoing support that he had received from the Vice-Chairman, Councillor Mrs P Smith.

3. ELECTION OF CHAIRMAN

The nomination of Councillor Mrs P Smith for the office of the Chairman of the Council having been formally moved and seconded, it was:

RESOLVED:

That Councillor Mrs P Smith be elected Chairman of the Council for the ensuing year.

Councillor Mrs Smith thereupon made a declaration of acceptance of the office of Chairman of the Council and thanked the Council for her election.

COUNCILLOR MRS P SMITH IN THE CHAIR

4. APPOINTMENT OF VICE-CHAIRMAN

The nomination of Councillor Mrs A Grigg for the office of Vice-Chairman of the Council having been formally moved and seconded, it was:

RESOLVED:

That Councillor Mrs A Grigg be appointed Vice-Chairman of the Council for the ensuing year.

Councillor Mrs Grigg thereupon made a declaration of acceptance of office of Vice-Chairman of Council and thanked the Council for her appointment.

5. MINUTES

RESOLVED:

It was noted that the minutes of the Council meeting held on 28 April 2009 had not yet been finalised and would therefore be submitted to the next Council meeting for confirmation.

6. DECLARATIONS OF INTEREST

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

7. ANNOUNCEMENTS

(a) Announcements by the Chairman of Council

(i) Chairman's Charity Appeal – 2009/10

The Chairman of Council announced that during her year of office she had decided to make her main charity the Alzheimer's Society (West Essex Branch) but that other organisations would be supported through the Charity Appeal when possible.

(ii) Charity Golf Day – 16 June 2009

The Chairman referred to this forthcoming event held in support of her Charity Appeal and urged as many Councillors and Officers who were interested in golf to take part.

(iii) Flowers

The Chairman announced that she intended to send the flowers from tonight's meeting to two longstanding residents of Epping Upland Parish.

(b) Announcements by the Leader of Council

(i) Gypsy and Traveller DPD Consultation

The Leader of Council refuted recent press reports concerning the Council's approach to the Gypsy and Traveller DPD. Contrary to reports, the Leader of Council made it clear that although the Council had sought an extension of the deadline for submission of its responses to consultation, it was never suggested that Consultation responses were being disregarded. She went on to explain that the extension of the timescale being requested from Go East had been occasioned by the fact that the number of overall pitches now required for this district had been reduced and the number of consultation responses received was enormous. A case had been made to Go East that these two factors necessitated more time to consider the situation.

She reiterated that the Council will be submitting full consultation responses to Go East as originally planned.

(c) Announcements by Portfolio Holders

There were no announcements by Portfolio Holders for this meeting.

8. LOCAL GOVERNMENT AND HOUSING ACT 1989 - NOTICE OF CONSTITUTION OF POLITICAL GROUPS, GROUP LEADERS AND DEPUTIES

(a) Notice of Constitution of Political Groups

The Council noted, in accordance with Regulation 8 of the Local Government (Committees and Political Groups) Regulations 1990, the constitution of political groups on the Council as set out in Appendix 1 to these minutes.

(b) Notification of Group Leaders and Deputies

The Council noted the names of members who have signed notices as indicated above and who would act as Group Leaders and Deputy Group Leaders.

9. ELECTION OF LEADER OF THE COUNCIL

The nomination of Councillor Mrs D Collins for the Office of Leader of the Council having been formally moved and seconded, it was:

RESOLVED:

That Councillor Mrs D Collins be elected Leader of the Council until the first Annual Council meeting following the completion of her term of office as a Councillor.

Councillor Mrs Collins thanked the Council for her appointment.

10. APPOINTMENTS MADE BY THE LEADER TO CABINET, CABINET COMMITTEES, OUTSIDE ORGANISATIONS AND MEMBER AND OFFICER DELEGATION

The Council noted appointments made by the Leader of the Council in respect of the following:

- (a) Cabinet members (as set out in Appendix 1 to these minutes);
- (b) Portfolio Holder appointments (as set out in Appendix 1 to these minutes);
- (c) definition of Executive Portfolios (as set out in Appendix 1 to these minutes);
- (d) appointments to Cabinet Committees (as set out in Appendix 2 to these minutes);
- (e) appointments to outside organisations in respect of organisations carrying out executive functions (as set out in Appendix 3 to these minutes);
- (f) appointments made to the Leader in respect of outside organisations carrying out executive functions where the Leader has determined that the representation should be at officer level (as set out in Appendix 4 to these minutes).

The Council received a report of the Leader of the Council on appointments to these executive bodies.

The Leader of Council also updated the schedule of appointments to Cabinet Committees by adding the name of the Portfolio Holder for Community Safety and Transport (Councillor S A Stavrou) to the membership of the Cabinet Committee for the Local Development Framework.

The Leader of Council also made an announcement concerning a new unofficial role to be assumed by Councillor M Cohen in respect of Standards Committee adjudications. She stated that it was Councillor Cohen's intention to make himself available to any member of the Council who needed guidance, support or representation at formal adjudication hearings pursuant to complaints about potential breaches of the Code of Conduct.

RESOLVED:

- (1) That the schedule of proposed Cabinet appointments by the Leader of the Council be noted;

- (2) That the new role being undertaken by Councillor M Cohen be noted.

11. MEMBERSHIP, CHAIRMANSHIPS AND VICE-CHAIRMANSHIPS OF COMMITTEES, SUB-COMMITTEES AND PANELS (NON EXECUTIVE BODIES)

RESOLVED:

(1) That appointments to the membership of Committees, Sub-Committees and Panels be approved as set out in Appendix 5 to these minutes; and

(2) That the appointment of Chairman and Vice-Chairman of Committees, Sub-Committees and Panels be approved as set out in Appendix 6 to these minutes.

12. STANDARDS COMMITTEE

The Council considered nominations for the three places held by members of the Council on the Epping Forest District Standards Committee. By leave of the Council, Councillor S Murray withdrew his nomination for one of these seats and the Council thereupon it was:

RESOLVED:

That Councillors B Rolfe, Mrs P Smith and Mrs J Whitehouse be appointed as the Council members of the Standards Committee for ensuing year.

13. SCHEME OF DELEGATION - COUNCIL EXECUTIVE AND REGULATORY FUNCTIONS

RESOLVED:

That the Scheme of Officer Delegation for Council and Regulatory Functions as set out in Part 3 of the Constitution as amended be approved in accordance with the decisions of the Council on 17 February 2009 (Minute 121) and 28 April 2009.

The Council noted that the decisions of the Leader of the Council regarding delegation of executive functions to officers would be notified via an early issue of the Council Bulletin.

14. COUNCIL MEETINGS - 2009/10

RESOLVED:

That during 2009/10 ordinary meetings of the Council be held on the following dates:

30 June 2009
28 July 2009
29 September 2009

3 November 2009
22 December 2009
16 February 2010
18 February 2010 (reserve date for budget meeting)
20 April 2010
25 May 2010 (annual meeting)

15. APPOINTMENTS TO OUTSIDE ORGANISATIONS

RESOLVED:

(1) That appointments to outside organisations carrying out Council, regulatory or non-Cabinet functions be approved as set out in Appendix 7 to these minutes.

16. WORK PROGRAMMES

The Council noted that the Constitution required that the Executive and Overview and Scrutiny Work Programme should both submit annual work programmes for the coming Council year.

The Council noted that work programmes were currently in preparation and would be circulated to all members of the Council when completed.

17. ANNUAL REPORT OF THE EXECUTIVE 2008/09

The Leader of the Council presented the annual report of the executive for the last Council year.

In the ensuing debate the Portfolio Holder for Environment explained that the question of funding for the Council's Waste Management Service from Essex County Council would be the subject of a meeting to be held after the elections on 4 June 2009 and that she would be reporting via the Council Bulletin on the progress made.

Councillor Jacobs also made reference in relation to Paragraph 8.2.5 to recent press reports about a possible de-merger of banks in the Lloyds TSB Group and drew attention to the possible implications for the Council's financing. The Portfolio Holder for Finance and Performance Management reassured the Council that these matters were monitored very carefully.

RESOLVED:

That the annual report of the executive 2008/9 be received.

CHAIRMAN

Minute Item 10

Annual Council Minutes
Appendix 1
21.5.09

ANNUAL COUNCIL MEETING - 21 MAY 2009

- (a) Leader – Councillor D Collins
- (b) Deputy Leader – Councillor C Whitbread
- (c) Other Cabinet Members/ Allocations of Portfolios

Portfolio Title	Portfolio Holder 2009-10
Leader	D Collins
Finance and Economic Development	C Whitbread
Leisure and Wellbeing	H Harding
Community Safety and Transport	S Stavrou
Performance Management	R Bassett
Environment	M Sartin
Housing	D Stallan
Legal and Estates	M Cohen

Appendix 1a

Constitution Part 3(3)
(Responsibilities for Functions)

DEFINITIONS OF EXECUTIVE PORTFOLIOS (rev 2009)

Portfolio	Other Responsibilities
1. Leader Councillor Collins	
Chairman of Cabinet	CEF/MB Liaison

Local Strategic Partnership	PDR for Chief Executive
Forward Planning	Staff Monitoring
Democratic Services	Section 106 Agreements
Media and Website	
Constitutional Matters	
Council Plan	
Customer Services	
Major Property Development Proposals	
Local Plan	

2. Finance and Economic Development	
Councillor Chris Whitbread	
Financial Management/Investment	
External Funding	
Procurement	
Benefits	
North Weald Airfield	
Accountancy	
Audit	
Budget (inc Capital Programme)	
Business Prosperity	
Cashiers	
Council Tax/NNDR	
Insurance	
Economic Development	
3. Leisure and Wellbeing	
Councillor Heather Harding	
Leisure Centre Management	
Young People and Youth Council	
Grant Aid	
Voluntary Sector Champion	
Voluntary Action Epping Forest	

Health and Health Inequalities	
Supporting People Initiative	
Equality and Diversity	
Health Improvement Programme	
Holiday Schemes	
Museum Services	
Arts Development	
Community Development	

4. Community Safety and Transport Councillor Syd Stavrou	
Crime and Disorder	
Community Transport	
Concessionary Fares	
Highways and Roads	
Furniture Exchange Scheme	
Lee Valley Park	
Olympic Legacy	
Car Parking	
Public Transport	
Transport for London Liaison	
Public Conveniences	

5. Performance Management Councillor Richard Bassett	
Performance Management	Outsourcing/VFM
Risk Management	IT Advice
Human Resources (including Payroll and Pensions)	Highways Panel (Interim)
Emergency Planning	
Building Maintenance (Non HRA)	
Compliments and Complaints	
Facilities Management	
Fleet Management	
Health and Safety	

6. Environment	
Councillor Mary Sartin	
Waste Management and Board	
Environment Co-ordination/Sustainability	
Environmental Health	
Food, Home and Water Safety	
Licensing Act 2003 (Policy)	
Statutory and Other Nuisances	
Land Drainage/Sewerage	
Pest Control	
Town Centre Enhancement Schemes	
Town Centre Partnerships/Management	
Conservation and Landscape/Trees	
Building Control/Dangerous Structures	
Animal Welfare	
Air Quality	
Abandoned Vehicles	
Contaminated Land	
Countrycare	
Dangerous Waste/Asbestos	
Grounds Maintenance	
Energy Conservation	
Pollution (Noise and Others)	
Rural Issues	
Roding Valley Nature Reserve	

7. Housing	
Councillor David Stallan	
Estate Management (Council Housing)	
Works Unit and Repairs	
Private Sector Housing (inc Empty Properties)	
Fuel Poverty/Insulation	
Decent Homes	
Care and Repair (CARE)	
Careline Emergency Alarm	
Council House Sales/Right to Buy	
Homelessness	
Housing Needs	
Housing Investment Programme	
Social Housing Applications	
Warden Assisted/Sheltered Housing	
Transfers and Mutual Exchanges	
National Mobility Scheme	
Adaptations for Disabled	
Caravan Sites	
Garages	
Elderly Persons' Garden Maintenance (Tenants)	
Housing Maintenance	
Affordable Housing Development	

8. Legal and Estates	
Councillor Mitch Cohen	
Legal services	Regulatory Oversight
Local Land Charges	Planning (Appeals and Enforcement)
Estates (Land Acquisition/Sales)	Licensing/Food (Enforcement)
ICT	Advocate for Members
Asset Management	
Depots	

Cabinet Committee Memberships (not part of pro rata allocations)

(i) Finance and Performance Management Cabinet Committee

Finance Portfolio Holder
Performance Management Portfolio Holder
Leader
Environment Portfolio Holder
Community Safety and Transport Portfolio Holder
Housing Portfolio Holder

(ii) North Weald Airfield Strategy Cabinet Committee

Leader
Environment Portfolio Holder
Finance
Legal and Estates
Housing Portfolio Holder

(iii) LDF Cabinet Committee

Leader
Leisure and Wellbeing Portfolio Holder.
Environment Portfolio Holder
Performance Management Portfolio Holder
Legal and Estates
Community Safety and Transport Portfolio Holder

Cabinet Committee Chairmen (ex-officio - not part of pro rata allocations)

Finance and Performance Management Cabinet Committee – Finance Portfolio Holder

North Weald Airfield Strategy - Finance Portfolio Holder.

LDF Cabinet Committee – Leader

**Representation on Outside Organisations
Organisations Carrying Out Executive Functions**

**MINUTES APPENDIX 3
21.5.09**

In accordance with the Council's decision made under Minute 121 of the Council meeting held on 17 February 2009, the following outside body appointment have been made by the leader.

Organisation and Allocation Category		Nominations for 2009/10
1.	Civil Enforcement of Parking and Traffic Regulations Outside London (PATROL) – Adjudication Joint Committee (Executive)	S Stavrou
2.	Crime and Disorder Strategy Panel (Executive)	Ms S Stavrou M Cohen (Deputy)
3.	East of England Regional Assembly (Executive)	D Collins
4.	Enfield Essex Herts Border Liaison Group (Executive/Local)	R Bassett Mrs P Smith J Wyatt (Mrs J Lea, Mrs M Sartin, as Deputies) 1 Deputy Vacancy
5.	Epping Forest District Local Strategic Partnership (Executive)	Mrs A Grigg Mrs D Collins
6.	Epping Forest Local Strategic Partnership – Homes and Neighbourhoods Action Group (Executive)	D Stallan
7.	Essex Development and Regeneration Agency (Executive)	Defunct no nomination required. This body will be subject to report at a later meeting.
8.	Essex On-Line Partnership (Executive)	Mrs D Collins
9.	Essex Prosperity Forum (and West Essex Sub Group) (Executive)	Defunct not required
10.	Essex Supporting People Commissioning Body (Executive)	D Stallan Mrs H Harding (Deputy)
11.	Highways Panel (West Area) (Executive)	S Stavrou Mrs P Smith (Deputy)
12.	Local Government Association - General Assembly (Executive)	Mrs D Collins , C Whitbread (Deputy)
13.	Local Government Information Unit Management Committee (Executive)	Mrs D Collins, C Whitbread (Deputy)

**Representation on Outside Organisations - Appointments Held by Officers
Organisations Carrying Out Executive Functions**

The following appointments have been made by the Leader of Council in accordance with Council minute 121 – 17 February 2009 as they fall within the 'Executive' category.

Number:	Organisation and Committee Responsible	Representative
1	Access Group – Joint Management Team	Special Needs Manager
2	Essex Archaeological and Historical Congress	Epping Forest District Museum Officer
3	Museum Service (South Eastern)	Epping Forest District Museum Officer
4	National Society for Clean Air (SE Division)	Director of Environment and Street Scene (or representative)
5	Standing Conference - Investigation of Air Pollution	Director of Environment and Street Scene (or representative)

ANNUAL COUNCIL MEETING - 21 MAY 2009

Committees, Sub-Committees and Panels – Memberships

Double Aggregated Committees and Panels	
(i)	Licensing Committee (15 members)
	<p>Conservative Group (8): M Cohen, Mrs R Gadsby, J Hart, Ms J Hedges, Mrs M McEwen, B Rolfe, Mrs P Smith, J Wyatt</p> <p>Liberal Democrats Group (2): Mrs P Brooks, D Dodeja</p> <p>LRA Group (1): K Angold-Stephens</p> <p>BNP Group (2): Ms S Clapp, Mrs P Richardson</p> <p>Independent Member (1): R Morgan (nominated by the Conservative Group)</p> <p>Vacancy</p>
(ii)	Housing Appeals and Review Panel (5 members and 5 substitutes)
	<p>Conservative Group (3): Mrs R Gadsby, B Rolfe, J Wyatt (Substitutes – Ms J Hedges, Mrs J Lea, B Sandler)</p> <p>Liberal Democrats Group (1): Ms J Sutcliffe (Substitute – Mrs J H Whitehouse)</p> <p>LRA Group (1): Mrs C Pond (Substitute – K Angold-Stephens)</p>
(iii)	Staff Appeals Panel (5 members and 5 substitutes)
	<p>Conservative Group (3): B Rolfe, B Sandler, J Wyatt (Substitutes – A Boyce, Mrs P Smith, Mrs E Webster)</p> <p>Liberal Democrats Group (1): J M Whitehouse (Substitute – P Spencer)</p> <p>Independent Member (1): P Gode</p>
(iv)	Complaints Panel (Pool of 11 members)
	<p>Conservative Group (7): K Chana, Ms J Hedges, G Mohindra, J Philip, B Rolfe, B Sandler, Mrs L Wagland</p> <p>Liberal Democrats Group (2): Mrs P Brooks, Mrs A Haigh</p> <p>LRA Group (1): D Wixley</p> <p>BNP Group (1): Mrs P Richardson</p>

(v)	District Development Control Committee (15 members)
	<p>Conservative Group (9): K Chana, M Colling, Mrs R Gadsby, A Green, J Hart*, G Mohindra, B Sandler, Mrs L Wagland, J Wyatt</p> <p>Liberal Democrats Group (2): R Frankel, Mrs A Haigh*</p> <p>LRA Group (2): J Markham*, C Pond</p> <p>BNP Group (1): P Turpin*</p> <p>Independent Member (1): R Morgan</p>
Aggregated Committees and Panels	
(vi)	Overview and Scrutiny Committee (11 members)
	<p>Conservative Group (6): M Colling, A Green, A Grigg, J Knapman, G Mohindra, Mrs L Wagland</p> <p>Liberal Democrats Group (2): D Jacobs, A Haigh</p> <p>LRA Group (1): K Angold-Stephens</p> <p>BNP Group (1): R Law</p> <p>Independent Member (1): R Morgan (nominated by the Conservative Group)</p>
(vii)	Joint Consultative Committee (9 members plus 9 staff side representatives)
	<p>Conservative Group (5): R Bassett, M Cohen, Mrs D Collins, G Mohindra, C Whitbread</p> <p>Liberal Democrats Group (1): Mrs P Brooks, J H Whitehouse</p> <p>LRA Group (1): Ms R Brookes</p> <p>BNP Group (1): Mrs P Richardson</p>
(viii)	Essex Localism Initiative – Local Highways Panel **NEW**
	<p>Conservative Group: R Bassett, A Boyce, K Chana, J Hart, J Philip, S Stavrou, E Webster</p> <p>Liberal Democrats Group: R Frankel, G Sutcliffe</p> <p>LRA Group: K Angold-Stephens</p> <p>BNP Group: Mrs P Richardson</p>

Area Planning Subcommittees	
(ix)	Area Plans Sub-Committee South (currently 23 members – all local ward councillors opting -in)
	<p>Conservative Group (10): D Bateman, K Chana, M Cohen, Miss R Cohen, J Hart, J Knapman, G Mohindra, B Sandler, H Ulkun, Mrs L Wagland*</p> <p>Liberal Democrats Group (4): D Dodeja, Mrs A Haigh, P Spencer*, Ms J Sutcliffe</p> <p>LRA Group (5): K Angold-Stephens*, R Barrett, J Markham, Mrs C Pond, D Wixley</p> <p>BNP Group (4): Mrs S Clapp, R Law, Mrs P Richardson*, P Turpin</p>
(x)	Area Plans Sub-Committee East (19 members - all local ward members)
	<p>Conservative Group (13): A Boyce, M Colling, Mrs D Collins, A Green, Mrs A Grigg, Mrs H Harding, Ms J Hedges, Mrs M McEwen, J Philip, G Pritchard, B Rolfe*, D Stallan, C Whitbread</p> <p>Liberal Democrats Group (4): R Frankel*, D Jacobs, Mrs J H Whitehouse, J M Whitehouse</p> <p>Independent Member (1): R Morgan</p> <p>Labour (1): P Gode</p>
(xi)	Area Plans Sub-Committee West (14 members - all local ward members)
	<p>Conservative Group (12): R Bassett, J Collier, Mrs R Gadsby, Mrs J Lea, W Pryor, Mrs M Sartin, Mrs P Smith*, Ms S-A Stavrou, A Watts, Mrs E Webster, J Wyatt</p> <p>Liberal Democrats Group (1): Mrs P Brooks*</p> <p>Independent Member (1): Mrs A Cooper</p> <p>1 Vacancy</p>
(xii)	West Essex Waste Management Joint Committee
	<p>Conservative Group:</p> <p>Environment Portfolio Holder: M Sartin Leader (Deputy): D Collins</p>

(xiii)	Waste Management Partnership Board (2 members plus 2 officers and 4 representatives of the Council's Waste Management Contractor)
	Environment Portfolio Holder (Chairman): M Sartin Leader – D Collins Director of Environment and Street Scene Council's representative under contract (officer)
(xiv)	Waste Management Advisory Board
	Environment Portfolio Holder : M Sartin Leader: D Collins
(xv)	Leisure Management - Contract Monitoring Board
	Conservative Group: R Bassett, Mrs H Harding, C Whitbread Liberal Democrats Group: J M Whitehouse LRA Group: D Wixley BNP Group: P Turpin
(xvi)	Audit and Governance Committee
	Conservative Group: A Green, A Watts Liberal Democrats Group: Mrs A Haigh
(xvii)	Standards Committee
	Conservative Group: P Smith B Rolfe Liberal Democrats Group: J H Whitehouse

Committees, Sub-Committees and Panels - Chairmanships and Vice-Chairmanships

Committee	Chairman	Vice-Chairman
Licensing Committee	Mrs P Brooks (Liberal Democrats Group)	Mrs P Richardson (BNP Group)
Housing Appeals and Review Panel	Mrs C Pond (LRA Group)	Mrs R Gadsby (Conservative Group)
Staff Appeals Panel	J M Whitehouse (Liberal Democrats Group)	K Chana (Conservative Group)
Complaints Panel	Mrs P Richardson (BNP Group)	J Philip (CONS)
District Development Control Committee	B Sandler (Conservative Group)	M Colling (Conservative Group)
Overview and Scrutiny Committee	R Morgan (Independent Member –nominated by the Conservative Group)	K Angold-Stephens (LRA)
Joint Consultative Committee	Staff side nomination 2009-10	R Bassett (Conservative Group)
Local Highways Panel **NEW**	R Bassett (Conservative Group)	S Stavrou (Conservative Group)
Area Plans Sub-Committee South	J Hart (Conservative Group)	Mrs L Wagland (Conservative Group)
Area Plans Sub-Committee East	M Colling (Conservative Group)	G Pritchard (Conservative Group)
Area Plans Sub-Committee West	J Wyatt (Conservative Group)	Mrs P Brooks (Liberal Democrats Group)
Audit and Governance Committee	A Green (Conservative Group)	Ms M Rickman - Co-opted member

**Representation on Outside Organisations
Organisations Carrying Out Council Regulatory or Non-Cabinet Functions**

**MINUTES APPENDIX 7
21.5.09**

Organisation and Allocation Category		Nominations for 2009/10
1.	Care and Repair - Management Committee (Optional)	Mrs P Brooks Mrs A Grigg S Murray
2.	Epping Forest Citizens' Advice Bureaux	K Chana Mrs R Gadsby (D Bateman, Mrs J Hedges, Mrs J Lea Deputies)
3.	Campaign to Protect Rural England (Essex Branch) (Optional)	G Pritchard (B Rolfe Deputy)
4.	Epping Forest College – Observer at Board Meetings	D Collins
5.	Epping Forest Children and Young Peoples' Strategic Partnership (CYPSP) – Management Board (Optional)	Mrs H Harding Mrs A Haigh
6.	Epping Forest Community Transport Steering Group (Optional)	S Stavrou
7.	Epping Forest Housing Aid Committee (Optional)	J Wyatt
8.	Essex County Council – Task and Finish Panel on West Essex Health Services	Mrs E Webster
9.	Lee Valley Regional Park Authority (Optional)	M Sartin Ms S A Stavrou (J Wyatt and R Bassett deputies)
10.	Leisure Centres Liaison Groups (Local) - Ongar Sports Centre - Epping Sports Centre - Loughton Leisure Centre - Waltham Abbey Swimming Pool	Mrs A Grigg G Pritchard M Colling B Rolfe Miss R Cohen J Hart R Law J Collier W Pryor
11.	Local Councils' Liaison Committee	Mrs P Smith (Chairman of Council) Mrs A Grigg (Vice-Chairman of Council) R Morgan Mrs J H Whitehouse Mrs A Haigh

Organisation and Allocation Category		Nominations for 2009/10
12.	Local Government Association - Rural Commission	A Boyce (Voting Member) Vacancy
13.	Museums in Essex Committee (Optional)	Mrs R Gadsby
14.	Police and Community Consultative Group – Epping Forest (Local)	D Bateman G Pritchard
15.	Princess Alexandra Hospital - Partnership Governor	H Harding
16.	Roding Valley Meadows Local Nature Reserve (Management Committee) (Local)	M Sartin S Murray D Dodeja (K Angold-Stephens, P Spencer - Deputies – one deputy vacancy)
17.	Stansted Airport Consultative Committee (Optional)	Mrs M Sartin G Pritchard (Deputy)
18.	Stansted Airport Community Trust Fund (Optional)	R Morgan
19.	Town Centre Partnerships (Local) (a) Buckhurst Hill Town Centre Partnership (b) Epping Town Centre Partnership (c) Loughton Broadway Town Centre Partnership (d) Loughton High Road Town Centre Partnership (e) Ongar Town Forum - Steering Group (f) Waltham Abbey Town Partnership	R Church Mrs L Wagland Representation on this Organisation to be reconsidered at the next meeting Ms J Hedges J M Whitehouse K Angold-Stephens Mrs P Richardson J Hart R Barrett G Pritchard D Jacobs Mrs R Gadsby Mrs J Lea
20.	Voluntary Action Epping Forest (Optional)	Ms J Hedges
21.	Waltham Abbey Royal Gunpowder Mills Ltd (Optional)	W Pryor
22.	Waltham Abbey Tourist Information Centre - Joint Management Committee (Local)	Mrs R Gadsby Mrs J Lea J Wyatt
23.	Waste Management and Street Cleansing – Loughton Stakeholders' Group (Local)	R Barrett R Cohen S Murray

Organisation and Allocation Category		Nominations for 2009/10
24.	West Essex Area Forum (Executive)	Mrs D Collins
25.	West Essex Economic Strategy (Optional)	None required - Defunct

**Representation on Outside Organisations - Appointments Held by Officers
Organisations Carrying Out Council Regulatory or Non-Executive Functions**

This Appendix indicates those organisations where the Council determined on 25 April 1995 that the representatives should be officers.

Number:	Organisation and Committee Responsible	Representative
1	East Anglian Home Safety Committee	Director of Environment and Street Scene (or representative)
2	Essex Water Safety Liaison Committee	Director of Environment and Street Scene (or representative)
3	Victoria County History Association	Epping Forest District Museum Officer
4	Voluntary Action Epping Forest (see also member appointments schedule)	Policy Officer (+ 1 member delegate)

**APPENDIX 9
21.5.09**

Representation on Outside Organisations Carrying Out Council Regulatory or Non-Cabinet Functions

A list of organisations with representatives whose terms of office expire after the current year is set out below. Organisations not normally requiring an appointment to be made this year but which require a serving councillor to be the representative are highlighted in this Appendix.

Organisation and Allocation Category	No. of reps.	Present Representative(s)	Term of Office expires on:
1. Grange Farm Managing Trustees (Optional)	3	C Huckle Mrs P Smith R Church	17.12.11

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