



EPPING FOREST LOCAL COUNCILS' LIAISON COMMITTEE

NOTICE OF MEETING

Place: Council Chamber, Civic Offices,
High Street, Epping

Date: Thursday, 10th July, 2014

Room: Council Chamber

Time: 7.30 pm

Democratic Services Officer: Mark Jenkins (Directorate of Governance)
Tel: 01992 564607 Email:
democraticservices@eppingforestdc.gov.uk

Members:

District Council Representatives:

Councillors A Boyce, K Angold-Stephens, B Rolfe, Mrs M Sartin and Mrs J H Whitehouse

Local Council Representatives:

Clerks and Chairmen/Members of Parish and Town Councils

County Council Representatives:

Members for the following divisions:

North Weald and Nazeing:	Councillor A Jackson
Loughton Central:	Councillor C Pond
Ongar and Rural:	Councillor M McEwen
Epping and Theydon Bois:	Councillor Mr J M Whitehouse
Buckhurst Hill and Loughton South:	Councillor V Metcalfe
Chigwell and Loughton Broadway:	Councillor J Knapman
Waltham Abbey:	Councillor Mrs R Gadsby

**PLEASE NOTE THE START DATE OF THE MEETING
COFFEE/TEA WILL BE AVAILABLE FOR MEMBERS OF THE COMMITTEE FROM 7.00
P.M IN THE MEMBERS ROOM**

1. WEBCASTING INTRODUCTION (Pages 5 - 8)

1. This meeting is to be webcast. Members are reminded of the need to activate their microphones before speaking.
2. The Chairman will read the following announcement:

"I would like to remind everyone present that this meeting will be broadcast live to the Internet and will be capable of repeated viewing and copies of the recording could be made available for those that request it.

If you are seated in the lower public seating area it is likely that the recording cameras will capture your image and this will result in the possibility that your image will become part of the broadcast.

This may infringe your human and data protection rights and if any member of the public wishes to avoid this they should move to the upper public gallery"

2. APOLOGIES FOR ABSENCE

3. MINUTES (Pages 9 - 36)

To confirm the minutes of the last meeting of the Committee held on 6 March 2014 (previously circulated) and matters arising.

4. INVITE TO ESSEX COUNTY COUNCIL PORTFOLIO HOLDER FOR TRANSPORTATION AND HIGHWAYS

At the last committee meeting, Members requested that an invitation to this meeting be passed to County Councillor Rodney Bass, Portfolio Holder for Highways and Transportation to discuss the general condition of the roads, in particular potholes. Councillor Bass has confirmed his attendance.

5. ISSUES RAISED BY LOCAL COUNCILS (Pages 37 - 54)

To discuss the following matters raised by Local Council's:

1. iPlan

A report from planning officers on the paperless scheme is attached with appendix.

2. EFDC Staffing Structure

To receive an update on the recent staffing re-structure.

3. Community Agents

Please see the attached report.

6. DRAFT LOCAL PLAN - PROGRESS REPORT

(Director of Neighbourhoods) To receive a verbal report regarding progress made on the Local Plan.

7. LOCAL HIGHWAYS PANEL (Pages 55 - 60)

To receive an update on the work of the Local Highways Panel. In addition, local

councils have requested an update and clarification of the protocol regarding this panel. It is suggested that a guaranteed route to ensure local council items are brought to the attention of the Panel rather than relying on approaches to individual members for support.

The attached documents concern:

- (a) Brief Summary of the Local Highways Panels;
- (b) Scheme Request Form; and
- (c) Requests Process

8. PUBLIC SCRUTINY (Pages 61 - 62)

(Director of Governance) To receive a verbal report from the Assistant Director of Governance and Performance Management regarding the launch of public scrutiny. Please see the attached PICK form.

9. ANY OTHER BUSINESS

10. DATES OF FUTURE MEETINGS

Meetings of the Committee are scheduled for the following dates this year:

- 1. Thursday 20 November 2014 at 7.30p.m.; and
- 2. Thursday 26 March 2015 at 7.30p.m.