



### NOTICE OF COUNCIL MEETING

You are hereby summoned to a meeting of the EPPING FOREST DISTRICT COUNCIL to be held in the COUNCIL CHAMBER, CIVIC OFFICES, HIGH STREET, EPPING at 7.30 pm on Monday, 20 May 2019 for the purpose of transacting the business set out in the agenda.

A handwritten signature in blue ink, appearing to read 'G Blakemore'.

**Georgina Blakemore**  
Chief Executive

**Democratic Services  
Officer:**

Democratic Services Manager Tel: (01992) 564243  
Email: [democraticservices@eppingforestdc.gov.uk](mailto:democraticservices@eppingforestdc.gov.uk)

#### WEBCASTING/FILMING NOTICE

Please note: this meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed. The meeting may also be otherwise filmed by third parties with the Chairman's permission.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this webcast will be retained in accordance with the Council's published policy.

Therefore, by entering the Chamber and using the lower public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for web casting and/or training purposes. If members of the public do not wish to have their image captured, they should sit in the upper council chamber public gallery area or otherwise indicate to the Chairman before the start of the meeting.

If you have any queries regarding this, please contact the Public Relations Manager on 01992 564039.

## BUSINESS

### 1. WEBCASTING INTRODUCTION

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

“The Chairman would like to remind everyone present that this meeting will be broadcast live to the internet (or filmed) and will be capable of repeated viewing (or another use by such third parties).

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 you wish to avoid this you should move to the upper public gallery.”

### 2. DISTRICT COUNCIL ELECTIONS - 2 MAY 2019

The Chairman to welcome the following newly elected and re-elected members of the Council following the elections held on 2 May 2019.

Councillor	Ward
Nigel Avey	Broadley Common, Epping Upland & Nazeing
Aniket Patel	Buckhurst Hill West
Paula Keska	Chipping Ongar, Greensted and Marden Ash
Cherry McCredie	Epping Hemnall
Chris Whitbread	Epping Lindsey and Thornwood Common
Sheree Rackham	Grange Hill
Richard Morgan	Hastingwood, Matching and Sheering Village
Brian Rolfe	Lambourne
Richard Bassett	Lower Nazeing
Paul Stalker	Lower Sheering
Jaymey McIvor	North Weald Bassett
Mary Sartin	Roydon
Nigel Bedford	Shelley
Syd Stavrou	Waltham Abbey High Beach
Ann Mitchell	Waltham North East
Julian Leppert	Waltham Abbey Paternoster
Sam Kane	Waltham Abbey Honey Lane
David Plummer	Waltham Abbey South West

The Chairman will present declaration of acceptance of office certificates, to the newly elected members.

### 3. ELECTION OF CHAIRMAN

To elect a Chairman of the Council for the municipal year 2019/20.

The new chairman will then make a declaration of acceptance of office.

#### **4. APPOINTMENT OF VICE-CHAIRMAN**

To appoint a member to be Vice-Chairman of the Council for the municipal year 2019/20. Nominations received will be reported at the meeting.

The new Vice Chairman will then make a declaration of acceptance of office.

#### **5. MINUTES**

To approve as a correct record and sign the minutes of the meeting held on 25 April 2019 (To follow).

#### **6. DECLARATIONS OF INTEREST**

To declare interests in any item on the agenda.

#### **7. ANNOUNCEMENTS**

(a) **Apologies for Absence**

(b) **Chairman's Announcements**

(c) **Members not seeking Re-election or not Re-elected**

To note that;

(i) L Hughes, A Grigg and K Chana did not seek re-election on 2 May 2019; and

(ii) R Gadsby and L Webster were not re-elected on 3 May 2019.

Members who achieve 10, 15 or 20 years of service, are asked to attend the meeting to receive a Long Service Award in recognition of their service to the Council.

#### **8. ELECTION OF LEADER**

##### **Recommendation:**

(1) That, in accordance with Section 44C(2) of the Local Government Act 2000, the Council appoints the Leader of the Council for a 4 year term of office, as prescribed by Section 44E of the Act, expiring on the day of the Annual Council meeting or following normal day of retirement as a Councillor.

#### **9. REPORT OF THE APPOINTMENT PANEL**

Leader of Council will present the report (to follow) regarding:

(a) Notice of Constitution of Political Groups, Group Leaders and Deputies;

(b) Appointment made by the Leader to the Cabinet, Cabinet Committees and Outside organisations carrying out Executive Functions;

(c) Membership, Chairmanship and Vice- Chairmanship of Committees, Sub-Committees and Panels (Non-Executive Bodies);

(d) Appointments to Outside Organisations carrying out Council, Regulatory or Non-Cabinet Functions.

The Council will need to vote on (c) and (d) where the number of nominations exceeds the number of places available.

## 10. SCHEME OF DELEGATIONS

### Recommendation:

To note the scheme of delegation which are the responsibility of the Council to determine.

The constitution requires that the scheme of delegation should be agreed at the annual meeting. No new delegations have been made and details of the delegations can be found within the Constitution.

## 11. COUNCIL MEETING DATES FOR 2019/20

### Recommendation:

That during 2019/20 ordinary meetings of Council be held on the following dates;

30 July 2019;  
19 September 2019;  
5 November 2019;  
17 December 2019;  
25 February 2020;  
7 April 2020; and  
21 May 2020.

It is a requirement of the Constitution that the program of ordinary meetings of the Council be approved at the annual meeting of the Council.

## 12. EXCLUSION OF PUBLIC AND PRESS

**Exclusion:** To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Paragraph Number	Information
Nil	Nil	Nil	

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

**Background Papers:** Article 17 of the Constitution (Access to Information) define

background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information and in respect of executive reports, the advice of any political advisor.

The Council will make available for public inspection for four years after the date of the meeting one copy of each of the documents on the list of background papers.