

---

# **COUNCIL** ***BULLETIN***

---

*Issued Week Ending Friday, 15 January 2021*

*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: 18 January 2021 – 24 January 2021

---

Monday 18 January	5.00pm	Epping Forest Local Highways Panel <del>Joint Consultative Committee</del> - Cancelled	
Tuesday 19 January	7.00pm	Stronger Council Select Committee	
Wednesday 20 January	7.00pm	District Development Management Committee	
Thursday 21 January			
Friday 22 January			
Saturday 23 January			
Sunday 24 January			

---

## Week Two: 25 January 2021 – 31 January 2021

---

Monday 25 January	6.00pm 7.00pm	Member Training - Risk Management Audit and Governance Committee	
Tuesday 26 January	6.00pm	Executive Briefing	
Wednesday 27 January	6.30pm 7.00pm	Member Remuneration Panel Area Planning Sub-Committee South	
Thursday 28 January	7.00pm	Local Councils' Liaison Committee	
Friday 29 January			
Saturday 30 January			
Sunday 31 January			

---

### Week Three: 1 February 2021 – 7 February 2021

---

Monday 1 February			
Tuesday 2 February	10.00am 7.00pm	Licensing Sub-Committee Overview and Scrutiny Committee	
Wednesday 3 February	7.00pm	Area Planning Sub-Committee East	
Thursday 4 February	6.00pm	All Member Briefing – Local Plan & Climate Change Action Plan	
Friday 5 February			
Saturday 6 February			
Sunday 7 February			

---

### Week Four: 8 February 2021 – 14 February 2021

---

Monday 8 February			
Tuesday 9 February	6.00pm	All Member Briefing – Qualis Investment Strategy	
Wednesday 10 February	7.00pm	Area Planning Sub-Committee West	
Thursday 11 February	7.00pm	Cabinet	
Friday 12 February			
Saturday 13 February			
Sunday 14 February			

---

## 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. CALL-IN OF DECISION PLS-003-2020/21 - ADOPTION OF EPPING FOREST SAC INTERIM AIR POLLUTION MITIGATION STRATEGY**

The Overview & Scrutiny Committee considered the call-in of this decision at a special meeting held on Thursday 7 January 2021. Following a thorough and vigorous debate, the Committee agreed to confirm the decision of the Planning & Sustainability Portfolio Holder and this has now been implemented.

(Further Info: Gary Woodhall ext 4470)

### **2. REPORTING MEMBERS ICT ISSUES**

Following ICTs recent reorganisation Will Defoe is no longer designated as support for Member's ICT issues.

ICT will now require us to raise a ticket for technical issues. These tickets will be dealt with by the next available ICT advisor.

Please email [membercontact@eppingforestdc.gov.uk](mailto:membercontact@eppingforestdc.gov.uk) detailing your problem and a ticket will be raised on your behalf.

(For further information please reach out to Jack Cooper)

### **3. NHS WEST ESSEX - COVID-19 VACCINATIONS UPDATE (Pages 11 - 28)**

Please see attached.

### **4. CENSUS 2021**

It is Census day on 21 March 2021. Every 10 years the census gives us a complete picture of the nation.

Census 2021 will be mainly online. There are people who'll find this challenging so we must make sure the census is as accessible and inclusive as possible.

The involvement and support of councillors and council executives will be vital to ensure a successful census in Epping Forest District. We need your help to spread the important message across your social media as well as within the community to ensure we achieve a high number of completed census questionnaires across the district.

Billions of pounds are allocated to local authorities in England and Wales every year using census information. It's therefore important that census estimates are accurate, so that these funds can be allocated where they're needed. To get accurate estimates, a good response to the census is required from all areas and communities.

There is a full range of support services available. These include:

- Comprehensive guidance and support in many languages and formats
- Help in local centres with trained staff and online access from 1 March–April 26
- A contact centre to provide help via telephone, web chat and social media
- Field staff contacting households that have not yet responded
- Accessible census questionnaires, for example in large print
- The option to request paper questionnaires

The census will automatically issue paper questionnaires in areas where they've identified residents are highly likely to need them.

We will be promoting the census campaign across our social media pages to raise awareness as well as working with other partners to help provide local centres for residents to attend to get help with completing the census. All our centres will follow covid-19 safety regulations.

(Further information: Rebecca Moreton [rmoreton@eppingforestdc.gov.uk](mailto:rmoreton@eppingforestdc.gov.uk))

**5. EFDC SAFER SPACES 110121 (Pages 29 - 30)**

Please see attached.

**6. CHAIRMAN'S DIARY**

None this week

---

## LICENSING ACT 2003

---

None this week



---

## PLANNING

---

### 1. Appeals Lodged

None this week

### 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.

EPF/2708/18 – High House Farm Stapleford Road Stapleford Abbots RM4 1EG - Construction of 27 new dwellings, including 7 affordable dwellings, with associated infrastructure, parking, public open space and landscaping – Virtual Hearing 3<sup>rd</sup> February 2020

### 3. Enforcement Appeals

None this week

### 4. Appeal Decisions

EPF/0963/20 – 55 Spring Grove Loughton IG10 4QD - Proposed single storey extension to the rear at ground floor level. Removal of roof & walls raised to form a new first floor, new roof to level with second floor level with x2 no. dormers to the front, & x3 no. dormers to the rear – Dismissed

EPF/0979/20 – 47 The Crescent Loughton IG10 4PU - Single storey rear extension, single storey side extension, first floor over main footprint and raised rear patio – Allowed with conditions

EPF/1684/19 Land adjacent to St Aubyns Daws Hill Waltham Abbey E4 7RD -Proposed demolition of an existing outbuilding and construction of x 1 no. bedroom bungalow – Dismissed

ENF/0335/19 – The Foresters Arms PH 9 The Street High Ongar CM5 0NH - Smoking Shelter erected – Dismissed

### 5. Tree Preservation Orders

None this week

### 6. S106 Agreements

None this week

### 7. Changes to Planning Systems

None this week

---

## **PORTFOLIO HOLDER DECISIONS**

---

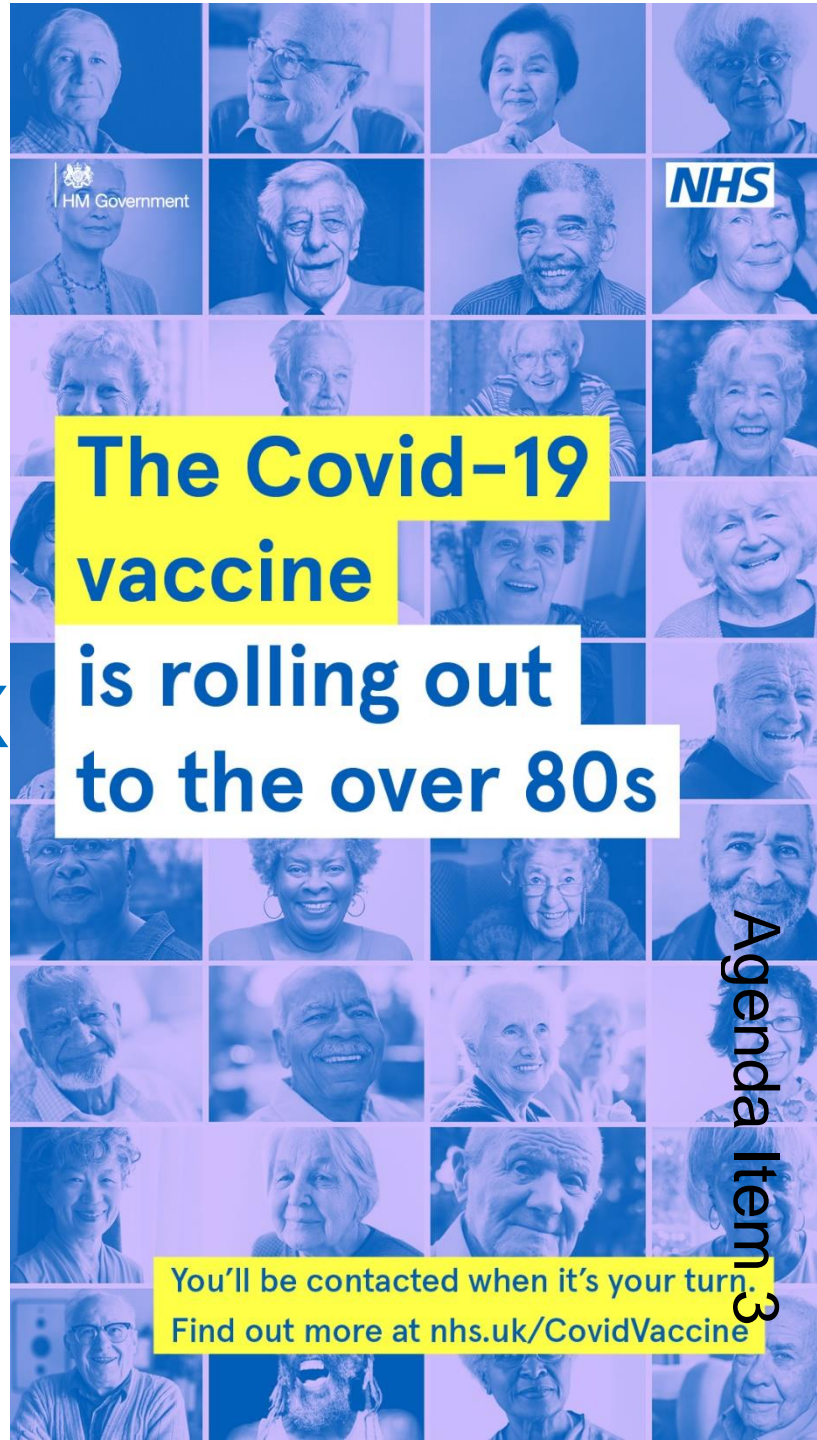
The notification of decisions taken by individual Portfolio Holders is no longer included in the Council Bulletin.

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.

# The COVID-19 vaccination programme in Essex

Page 11

Updated 12/01/21



The Covid-19  
vaccine  
is rolling out  
to the over 80s

You'll be contacted when it's your turn.  
Find out more at [nhs.uk/CovidVaccine](https://nhs.uk/CovidVaccine)

Agenda Item 3

# Overview

- The NHS is vaccinating people in Essex against coronavirus as part of the biggest immunisation programme in NHS history.
- The vaccination programme is well underway and is being ramped up following the recent approval and roll out of the Oxford/AstraZeneca vaccine.
- Health and care staff are pulling out all the stops to open as many centres as possible to vaccinate the most vulnerable and those who need it most, as supplies become available.
- We now have **four hospital vaccination hubs** and **21 GP-led services** plus new vaccination centres opening in the next two weeks as the programme continues to accelerate.

# The COVID-19 vaccines

- Both the Pfizer/BioNTech and Oxford/AstraZeneca vaccines are available in the UK. A third vaccine developed by Moderna has also been given regulatory approval but is not expected to arrive in the UK until the spring.



# The COVID-19 vaccines

- The Pfizer/BioNTech, Oxford/AstraZeneca and Moderna vaccines have all been shown to be safe, offer high levels of protection and have been given approval by the Medicines and Healthcare products Regulatory Agency, the MHRA, the official UK regulator.

Page 14

Through the Government's Vaccine Taskforce, the UK secured early access to seven of the most promising vaccine candidates – totalling over 367 million doses. These include:

- ✓ 40m doses of Pfizer/BioNTech vaccine
- ✓ 100m doses of Oxford/AstraZeneca vaccine
- ✓ 17m doses of Moderna vaccine



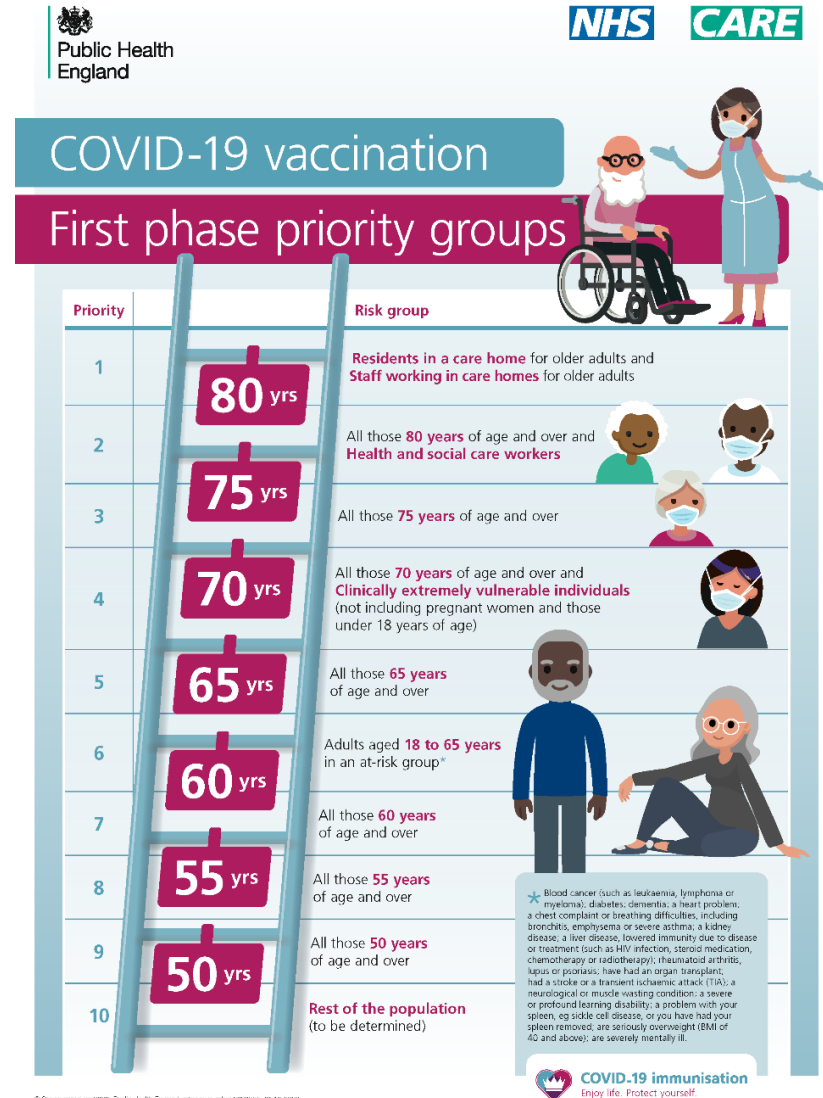
# First phase priority groups

The vaccine initially was rolled out in December to those aged 80 and over, care home staff and 'at risk' NHS frontline staff.

This has been extended to focus on care home residents and all frontline health and care staff which will be critical in keeping both them and patients safe.

On 5 January, the Prime Minister announced the NHS expects to offer the first vaccine dose to all those in the **four top priority groups by mid February**. This includes everyone aged 70 and over and those who are clinically extremely vulnerable.

Page 15



# Changes to the second dose

## UK Chief Medical Officers

“Prioritising the first doses of vaccine for as many people as possible on the priority list will protect the greatest number of at-risk people overall in the shortest possible time and will have the greatest impact on reducing mortality, severe disease and hospitalisations and in protecting the NHS and equivalent health services.”

Page 16

The latest evidence suggests the first dose of the COVID-19 vaccine provides protection for most people for up to three months and that the great majority of the initial protection comes from the first vaccination.

- We are limited at the moment with the amount of COVID-19 vaccine in the country and therefore it is very important we vaccinate the maximum number of people at this dangerous period over winter.
- As a result, and to allow more people to benefit from the protection from the first dose, the second dose which was previously 21 days after having the first dose has now changed to 12 weeks after.
- Anyone due to have their second dose after 4 January will now have their appointment rescheduled. People still need to return for their second dose when invited.



# Vaccination roll-out in Essex

- Vaccination roll out began in the county on 8 December in hospital vaccination hubs. Basildon and Colchester were among the first hospitals in England to offer the Pfizer/BioNTech vaccination.
- We now have **five hospital vaccination hubs** operating across Essex:
  - Basildon University Hospital
  - Broomfield Hospital
  - Southend University Hospital
  - Colchester Hospital
  - Princess Alexandra Hospital, Harlow
- All are giving the COVID-19 vaccine to people considered the highest priority – those aged 80 and over, care home staff and frontline priority health and care workers
- They are operating from 8am to 8pm, seven days a week.



# Essex GP-led vaccination services

- Hundreds of local vaccination services run by family doctors and their teams started in more than 100 parts of the country in mid December.
  - Nurses, paramedics, pharmacists and other NHS staff are working alongside GPs
- Over the last few weeks, the number of GP-led sites has rapidly expanded to **21 locations** as the Oxford/AstraZeneca vaccine has become available.
- They are also vaccinating the top priority groups, those aged 80 and over, care home staff and frontline health and care staff

# Essex GP-led services - locations

People in [mid and south Essex](#) are being invited to [13 sites](#):

- Basildon – Holy Trinity RC Parish Church Hall
- Basildon – George Hurd Centre
- Billericay – Emmanuel Archer Hall
- Brentwood – The Brentwood Centre
- Canvey Island – The Paddocks Community Centre
- Danbury – Danbury Medical Centre
- Grays - Stifford Clays Health Centre
- Leigh-on-Sea - Highland Surgery
- Maldon – Maldon District Council offices
- Rayleigh - Audley Mills Surgery
- Rochford - Puzey Family Practice
- Westcliff-on-Sea -The Valkyrie Surgery
- Wickford - The Nevendon Centre

# Essex GP-led services - locations

There are **three services** operating in **north east Essex**:

- Colchester – Colchester Primary Care Centre
- Harwich – The Fryatt Hospital
- Tendinging – St Helena Hospice

Page 20

In **west Essex** there are **five services**:

- Buckhurst Hill - Buckhurst Way Clinic
- Epping – Spencer Close, St. Margaret's Hospital
- Harlow - Lister Medical Centre
- Saffron Walden - Lord Butler Leisure Centre
- Stansted Mountfitchet – Stansted Surgery

# New vaccination centres

- Seven new mass vaccination centres are opening nationally this week (w/c 11 January) – the East of England centre is Robertson House in Stevenage
- [Essex's first vaccination centre is due to open next week](#) with many more opening rapidly in coming weeks (latest plans include eight in mid and south Essex and four in north east Essex)

Page 21


These new vaccination centres will be opening in sporting venues, conference centres and NHS sites – all with the potential to vaccinate between 500 and 1,500 people a day.

- We would like to thank local authorities and businesses in the community for supporting the programme to make these happen
- The names of the Essex vaccination centres will be made public shortly before they go live.
- [Pharmacy-led vaccination services](#) in Essex will also be joining the vaccination programme in the next few weeks



# Care home residents

- Vaccinating care home residents remains a key priority with the Oxford/AstraZeneca vaccine easier to transport and store than the Pfizer/BioNTech vaccine
  - A majority of care home residents are expected to be vaccinated by the end of January.
- In Essex, our GP-led vaccination services have started vaccinating care home residents and this is being accelerated.

# Be aware of scams



## COVID-19 VACCINE FACT CHECK

-  The COVID-19 vaccine will always be available free of charge.
-  The NHS will never ask you to share bank details to confirm your identity.

If you or someone you know is vulnerable and has been the victim of fraud, call Essex Police on 101. Report fraud or attempted fraud by contacting Action Fraud at [actionfraud.police.uk](https://actionfraud.police.uk) or call 0300 123 2040

# Recruitment

A SECOND CORONAVIRUS VACCINE IS HERE!



# RECRUITING NOW!

WORK FOR US ▶ PROTECT THE COMMUNITY ▶ SAVE LIVES

Page 24

Thank you to the hundreds of people who have come forward to help with the local COVID-19 vaccination programme. As we open more centres in coming weeks, we are still looking for healthcare professionals, administrators and volunteers including

- Registered clinical managers (band 8a)
- Registered healthcare professionals (bands 5 and 6)
- Immunisers (band 4)
- Healthcare assistants (band 3)
- Volunteer stewards

More information at: [bit.ly/COVIDrecruit](https://bit.ly/COVIDrecruit)



# Key message

## **Please wait to be contacted**

- The NHS will contact you when it's your turn to have the vaccine, so please do not contact the NHS for a vaccination before then
- Please act on your invite when it comes, and make sure you attend your appointments when you arrange them
- Continue to abide by the national lockdown: The single most important action we can all take is to stay at home to protect the NHS and save lives.

Please help us continue to share this message over the coming weeks.

# How will people know it's their turn

- When it is the right time, people will receive an invitation to come forward.
- For most people this will be a letter, either from their GP or the national NHS.

Page 26

Letters are being sent this week to people aged 80 and over who live up to a 45 minute drive from a new vaccination centre, inviting them to book an appointment through the national booking service online or over the phone

- If it is not convenient for them, they can instead be jabbed at one of their local vaccination centres in the coming weeks.
- People should wait until they are invited and should not call their GP but use the booking line. If an appointment has already been offered by the GP, people can choose which appointment suits them best.

# More information

- More information on the local vaccination programme in Essex can be found at:  
[eput.nhs.uk/news-events/coronavirus/coronavirus-vaccine](https://eput.nhs.uk/news-events/coronavirus/coronavirus-vaccine)

- More information on the national programme is available at:  
[nhs.uk/CovidVaccine](https://nhs.uk/CovidVaccine)

Page 27

## Leaflets

- [GOV.UK: COVID-19 vaccination guide for older adults](#)
- [GOV.UK: why you have to wait for your COVID-19 vaccine](#)

This page is intentionally left blank

## EFDC Safer Spaces Commonplace report 11 January 2021

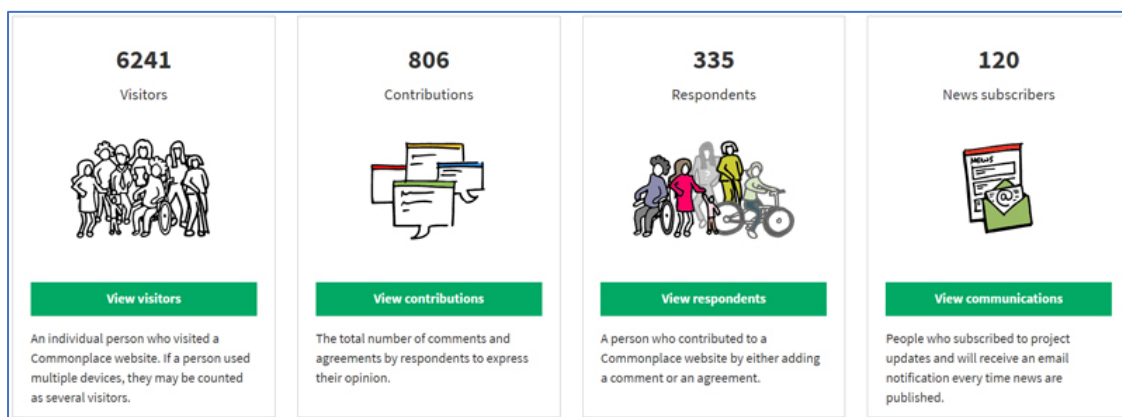
Visit the website and have your say at <https://efdcsaferspacescovid19.commonplace.is/>

### Engagement

EFDCs Safer Spaces during COVID-19 commonplace platform launched on the 13 June 2020. Up to 11 January there were 6,241 visitors. An increase of 831 since 30 November, averaging over 100 each week.

Total contributions are now at 806. This is made up of 243 comments and 563 agreements. 120 people have subscribed to receive the project news by email.

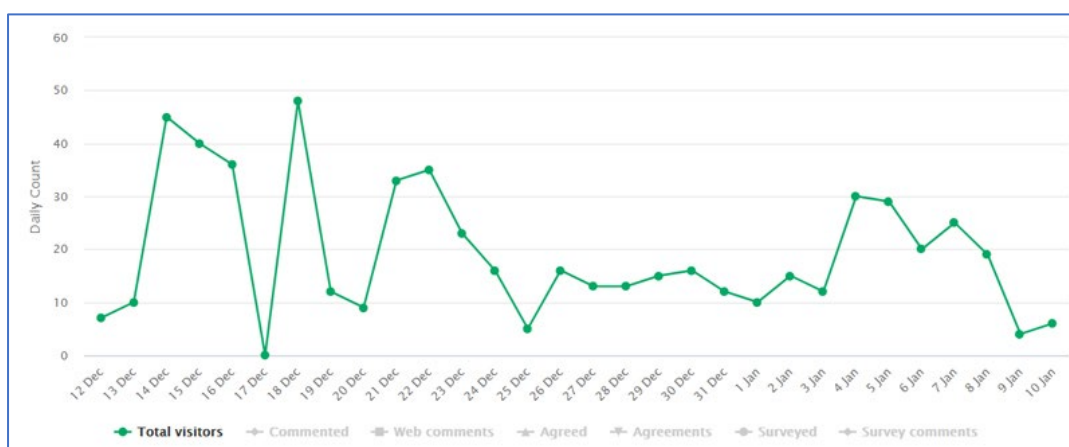
Of the 335 respondents, 204 confirmed their email address to be genuine and are public. There are 35 comments and 116 agreements from 131 unconfirmed respondents which are not public.



The top 4 referrers are:

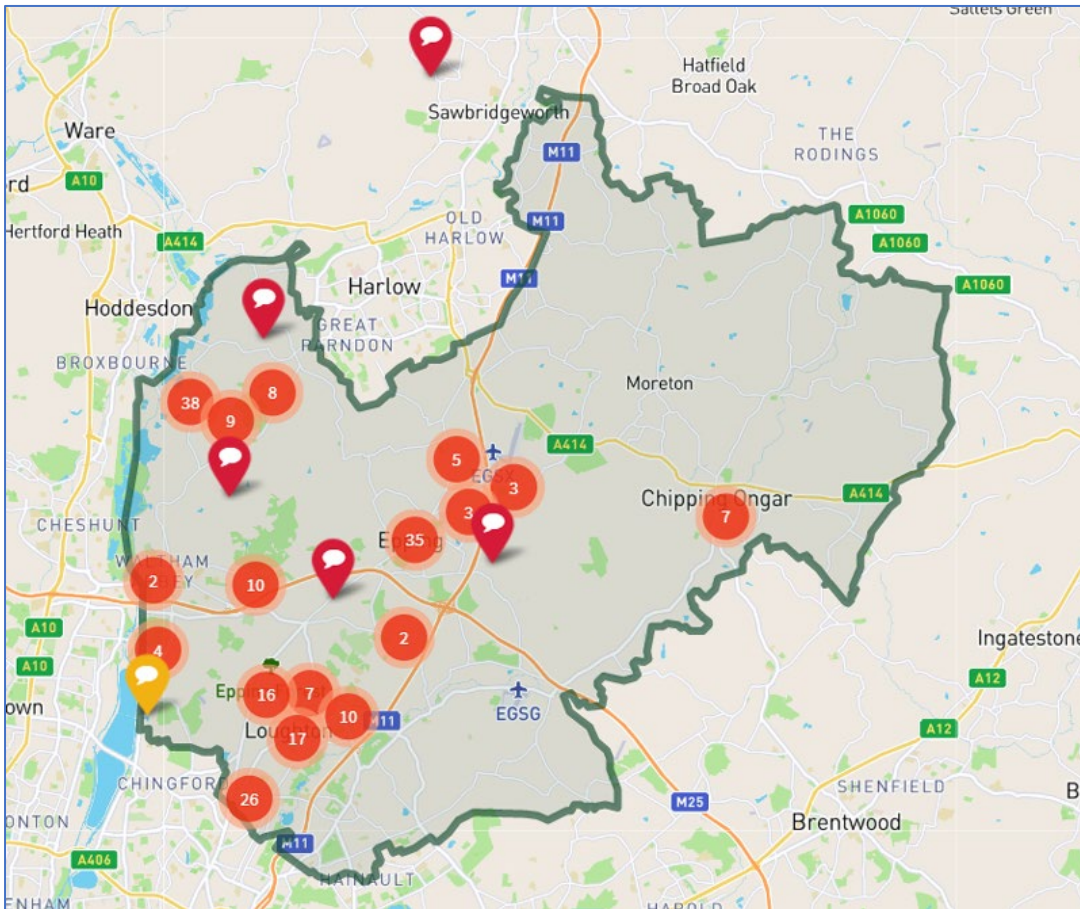
1. Epping Forest District Council website 987
2. Facebook 850
3. Visit Epping Forest website 825
4. Twitter 61

### Visitors over last month



## Comments across the District

The comments have been focused in the west of the district, with a large number about Lower Nazeing, Epping and Loughton.



Above: Commonplace heat map on 11 January 2021.

### Actions

Some of the comments which are not exclusively to do with social distancing should be reported direct to the relevant body to action. These include:

#### Roads and pavements

For issues with roads and pavements such as blocked pavements or cycle lanes, and particular traffic concerns– you can report to Essex Highways - [Essex Highways tell us about road or highway issues](#).

#### Parking

For issues with parking – you can report to NEPP - [North Essex Parking Partnership \(NEPP\) contact us](#).

#### In Epping Forest

For issues with overgrown footpaths in Epping Forest – you can report to City of London - [City of London fault reporting](#).

#### Everything else

Other issues (such as issues with flooding, pollution, drainage, private water supply, high hedge, planning enforcement, crime and safety or food businesses) can be reported via Epping Forest District Council website - [Epping Forest District Council report a problem](#).

## EPPING FOREST DISTRICT COUNCIL

### Notification of Call-In of Portfolio Holder Decision under Paragraphs 45-52 of Article 6 (Overview & Scrutiny) of the Constitution

*This form must be signed and completed and the original returned to the Proper Officer in person no later than the fifth working day following the publication of the decision to be called-in*

<b>Decision to be called-in:</b>
<b>Decision reference:</b>
<b>Portfolio:</b>
<b>Description of decision:</b>
<b>Reason for call-in</b>

**Members requesting call-in**  
(3 members of the Overview and Scrutiny Committee or 5 other members)

Members Name:	Signed:
<b>Lead member:</b>	
Office Use Only: Date Received:	

This page is intentionally left blank