
COUNCIL BULLETIN

Issued Week Ending Friday, 12 February 2021

Epping Forest District Council
www.eppingforestdc.gov.uk

Compiled, designed and produced by
Member Services

Contact: Kim Partridge
Telephone: 01992 564443



PART A - FORWARD DIARY

Key to abbreviations:

CC	Council Chamber	Cab Off	Cabinet Office
CR1	Committee Room 1	CONF	Conference Room (1st floor)
CR2	Committee Room 2	CH OFF	Chairman of Council's Office
MR	Members' Room	TR RM	Training Room
TBD	To be decided	HEM	Hemnall Street Offices.
TBN	To be noted	HH	Homefield House
TBC	To be confirmed	VM	Virtual Meeting
DPCC	Debden Park Community Centre	NWA	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: 15 February 2021 – 21 February 2021

Monday 15 February			
Tuesday 16 February			
Wednesday 17 February			
Thursday 18 February	6.00pm	All Member Briefing - Local Plan and Climate Change Action Plan	
Friday 19 February			
Saturday 20 February			
Sunday 21 February			

Week Two: 22 February 2021 – 28 February 2021

Monday 22 February			
Tuesday 23 February	6.00pm 7.00pm	Executive Briefing District Development Management Committee	
Wednesday 24 February	7.00pm	Area Plans Sub-Committee South	
Thursday 25 February	7.00pm	Council	
Friday 26 February			
Saturday 27 February			
Sunday 28 February			

Week Three: 1 March 2021 – 7 March 2021

Monday 1 March			
Tuesday 2 March	10.00am 7.00pm	Licensing Sub-Committee Asset Management and Economic Development Cabinet Committee	
Wednesday 3 March	7.00pm	Area Planning Sub-Committee East	
Thursday 4 March	6.00pm	Cooperation for Sustainable Development Member Board	
Friday 5 March			
Saturday 6 March			
Sunday 7 March			

Week Four: 8 March 2021 – 14 March 2021

Monday 8 March			
Tuesday 9 March	7.00pm	Leisure Management Partnership Board	
Wednesday 10 March	7.00pm	Area Planning Sub-Committee West	
Thursday 11 March	7.00pm	Cabinet	
Friday 12 March		Members Expenses Forms Due For Submission	
Saturday 13 March			
Sunday 14 March			

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 logged using https://eppingforestdc-self.achieveservice.com/service/Member_Contact 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. ECC FLOODING UPDATE (Pages 15 - 18)

Please see attached.

2. NEPP COUNCILLOR E-BRIEF NEWSLETTER

The North Essex Parking Partnership has issued its latest Councillor E-brief newsletter, which is available to view using the following link:

<https://content.govdelivery.com/accounts/UKCOLCHESTER/bulletins/2be0cb8>

3. ELECTIONS - NOMINATIONS PACK 2021

We are at the stage of preparing quantities of printing for the nomination packs. We should have the packs ready to send at the start of March. As soon as they are ready to go we will send them out! If you would like a nomination pack (either for yourself as an individual or on behalf of a political party), please let the Elections Office know so that we can add your details to our distribution list – an early response helps with finalising our numbers for printing. You can either email your nomination pack requirements to elections@eppingforestdc.gov.uk or call the office on 01992 564411.

---Earlier this week the Government announced a change to the nomination paper for County and District election so that only a Proposer and Secunder have to sign the nomination form. Candidates for these elections do not need to get 10 people in total to support the nomination. This change in the law is only for the May 2021 elections. There is no change to the Parish/Town Council requirements as they already only need two people to support the nomination. ----

****** Please be aware that ALL nomination papers MUST BE HAND-DELIVERED – we cannot accept them if they have been posted to the Returning Officer at the Civic Offices. More information about submitting nomination papers safely will be part of the nomination pack.******

We can accept the completed nomination packs from Monday 22 March (NOT before) until 4pm on Wednesday 8 April. Please do NOT leave submission to the last minute in case of errors.

There was a change to legislation in 2019 which allows a candidate to withhold their home address from appearing on the ballot paper and Statement of Persons Nominated. More details are included in the nomination pack together with the “Home Address Form” which needs to be completed as part of the process.

(Further information: Wendy MacLeod ext 4023)

4. HIGHWAYS HIGHLIGHTS BULLETIN - JANUARY 2021 (Pages 19 - 22)

Please see attached.

5. ADDITIONAL MEETING OF THE STRONGER COMMUNITIES SELECT COMMITTEE - THURSDAY 22 APRIL 2021

With agreement of the Chairman of the Stronger Communities Select Committee, an additional meeting has been arranged on Thursday 22 April 2021.

The meeting on the 30 March 2021 will be dedicated to the Police District Commander, Community Safety Partnership annual report and review of the District Strategic Intelligence Assessment and the six-monthly report on the Council funded Police Officers. All other business referred to on the Work Programme will be considered at the meeting on 22 April 2021.

(Further information: Rebecca Perrin ext 4532)

6. 8 FEBRUARY - WEST ESSEX CCG COVID VACCINATION UPDATE (Pages 23 - 24)

Please see attached.

7. MEMBER EXPENSES FORM

Please be reminded that any Member Expenses form should be submitted to Kim Partridge at kpartridge@eppingforestdc.gov.uk no later than Friday 12 March.

Zero submissions are not required.

8. CALENDAR OF MEETINGS 2021/22 (Pages 25 - 26)

This is a copy of the draft calendar of meetings for 2021/22, which will be submitted to Cabinet on 11 March 2021 and recommended to Council on 29 April 2021.

The report is normally considered at the February Council meeting but has been delayed due to the next Council meeting being the Budget Setting meeting. If you have any issues concerning the attached calendar please let me know by Friday 26 February 2021, so that they can be considered and amendments made if required.

(Further information: Rebecca Perrin ext 4532)

9. LGA COUNCILLOR DEVELOPMENT PROGRAMME (Pages 27 - 44)

Please see attached details of the LGA Councillor Development toolkit.

As you will see there are a number of free online courses and webinars. You will need to use your EFDC email address to register for these sessions. If you are unable to access your EFDC email address please contact MemberContact@eppingforestdc.gov.uk and a ticket will be raised on your behalf for ICT to assist you to get access.

If you would like to attend the payable sessions, please contact Kim Partridge, kpartridge@eppingforestdc.gov.uk as we have limited funds available.

(Further information: Kim Partridge ext 4443)

**10. HIGHWAYS ACT 1980 - SECTION 119 - RE: DIVERSION OF FOOTPATH 31
STANFORD RIVERS IN THE DISTRICT OF EPPING FOREST - OUR
REFERENCE: FOOTPATH 31 STANFORD RIVERS (Pages 45 - 52)**

Please see attached

Any enquiries regarding the content of the Order or the associated case should be directed to robert.lee@essexhighways.org

11. CHAIRMAN'S DIARY

None this week

LICENSING ACT 2003

None this week

PLANNING

1. Appeals Lodged

EPF/1405/20 – 7 Hurst Road Buckhurst Hill IG9 6AB - Proposed loft extension & raising the ridge by 300mm.(Revised application to EPF/0226/20) – Brendan Meade ext. 4078– Householder appeal

EPF/2051/20 – 1 The Cedars Buckhurst Hill Essex IG9 5TS - Prior approval for an additional storey on the existing property – Ian Ansell ext. 4481 – Householder appeal

EPF/2358/20 – Esgors High Road Thornwood North Weald Essex CM16 6LY - Proposed detached commercial building and additional hardstanding area to accommodate 20 car parking spaces – Caroline Brown ext. 4182 – Written reps

EPF/2882/20 – Brooklyn Nursery Mott Street E4 7RW – Sukhi Dhadwar ext. 4597 - The partial demolition of the existing building and conversion to B1/B8 use – Written reps

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/2905/19 and EPF/0379/20 Epping Forest College Sites Redevelopment of the site to provide x 139 no. residential units in 3 buildings ranging from 3-5 storeys, car parking spaces, communal landscaped amenity areas, secure cycling parking & other associated development and

Redevelopment of the site to provide 285 residential dwellings (Use Class C3) in a series of blocks ranging from 2 to 5 storeys in height, a new Wellness Centre (Use Class D1), creation of a new public park, car parking, communal landscaped amenity areas, secure cycle parking and other associated

3. Enforcement Appeals

None this week

4. Appeal Decisions

ENF/2020/19 – 29 Orchard Gardens Waltham Abbey EN9 1RS - Construction of 2 single storey buildings in rear garden and used as a cattery – Dismissed

ENF/0372/18 – 14 Tomswood Road Chigwell IG7 5QS - Appeal against a Tree Replacement Notice Re: Destruction of TPO tree EPF/TPO/41/08 G1 – Dismissed

EPF/0400/20 Breach Barn Park, Breach Barns Lane, Galley Hill, Waltham Abbey EN9 2AD - Application for a Lawful Development Certificate to establish whether the application site (as defined in red on the Site Location Plan ref: 13410-0 010- 1) now forms part of the same planning unit as the caravan park and has been used solely for such purposes in association with this use for at least 10 years taking into account the provisions of Section 171B(1) of the 1990 Act – Dismissed

EPF/1149/20 – 292 Nine Ashes Road High Ongar CM4 0LA - Application for a Certificate of Lawful Development for Existing use of a swimming pool & associated facilities for purposes

of private swimming lessons – Dismissed

5. Tree Preservation Orders

TPO/EPF/01/21 – White Dormers, High Laver Road, Matching Green – Effective 04/02/2021

TPO/EPF/02/21 – Land adjacent to 1 Boarded Barn Cottages, Fyfield Road, Ongar - Effective 04/02/2021

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.

Agenda Item 1

Dear Executive Flood Officers,

If you hadn't already seen it, the attached may be a useful regional update for you in current times from Jonathan Glerum at Anglian Water.

As for most of us, our team are also under a lot of pressure at the moment. Our cabinet member Cllr Simon Walsh has just issued this message to all Essex County Council members on our behalf:

Dear Essex County Council Members,

Since the 4th December 2020 a persistent period of wet weather has resulted in numerous flood incidents across Essex. Our flood and water management team have seen a dramatic increase in the number of enquiries relating to ordinary watercourses and flooding to private property. Since the Flood and Water Management Act came into place (2010) we have never seen multiple surface water issues across such a wide area of the County.

There is a huge expectation being placed on us in our role as the 'Lead Local Flood Authority'. Flooding issues are often complex, involving multiple agencies and with no quick fix. Our general experience over the past month is that residents continue to lay blame somewhere or appeal for permanent solutions to prevent future flooding altogether. We will be doing everything we can, but your support in promoting private responsibilities and community resilience/preparedness would be most welcome.

During these busy times, please note the following:

- We can offer any property that has been affected by the recent flooding a '**Property Flood Resilience**' grant of up to **£8k per property**. Details on www.flood.essex.gov.uk
- Internal flooding of property is currently our flood team's priority (as opposed to gardens or 'nuisance' flooding).
- We work closely with Essex Highways, any issues of flooding on the roads should be directed to them in the first instance, via their online portal.
- Maintenance of watercourses and pipes outside the highway are ultimately a private responsibility. We do everything to avoid formal enforcement of maintenance using our permissive powers and would only do so where communities/individuals are not willing to action themselves.
- There are 36,000 properties at risk from surface water/rainfall flooding in Essex. We encourage everyone to check their flood risk at www.flood.essex.gov.uk and take steps to prepare where needed.
- The floods team are not a 24hr emergency response function and cannot provide sandbags or other immediate flood protection.

Cllr Simon Walsh

See you at the Essex Flood Board meeting on the 18th Feb.

Kind Regards,

Lucy

Lucy Shepherd
Lead Local Flood Authority Manager
Environment and Climate Action
Essex County Council

telephone: 03330 136742

email: lucy.shepherd@essex.gov.uk

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Hi all

I just wanted to give you a heads up. Over the next few weeks (until the 21st Feb) we will be increasing our level of data sharing to your generic LLFA mailboxes to support the on going wet weather incident that we all find ourselves in. As you are all very aware, our region has been facing wet weather for some time now and has seen the highest rainfall on record for December and January over the last 100 years.

As such, Anglian Water have been running in an Incident Mode since the 23rd December trying to support customers to the best of our ability under the circumstances. However, with the unprecedented rainfall levels we have seen and the saturation of the ground, surface water flooding is having a very widespread impact across our region and we have had to extend our levels of service to attend to customers well beyond what we would normally quote.

The reality is that for a significant proportion of the work we are attending, the root cause is surface water inundation for which we do not have the capability nor responsibility to resolve. We have every resource available to us out working (including more tankers than we have ever put onto emergency reactive work – 120 compared to typically 60). Conversations with the Environment Agency and Councils across the region suggest to us that many of these customers are only calling Anglian Water so in an effort to help you all understand the scale of the issue we will move to daily reporting (Mon-Fri) of our incoming workloads of flooding related jobs. We will also include a one off backwards look at the work we already have open across our region.

We are not intending this data to be a handoff to any Council and that has not been our message to customers. However, the issues are widespread and need a coordinated response so we wanted to share this data for mutual awareness. These jobs are all raised by Anglian Water and whilst we will endeavour to reach customers as soon as possible, we are prioritising internal flooding's and those customers who are most vulnerable.

We also have multiple applications progressing with the Environment Agency for Local Enforcement Positions (LEPs) which allow the over-pumping from our inundated networks into watercourses where they can accommodate the flow and there is no environmental impact. For many customers though, until the surface water issues are managed we will not be able to resolve customers immediate needs and so wanted to raise and ensure this knowledge was shared.

Obviously, if you have any questions please let me know, but hopefully this gives you better sight of our data during this on going incident and equally shows you the scale and breath of issues being faced by communities across the east of England.

Many thanks,

Jonathan

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HIGHWAYS HIGHLIGHTS

HELPFUL
TIPS AND
INFORMATION
FOR LOCAL
COUNCILLORS

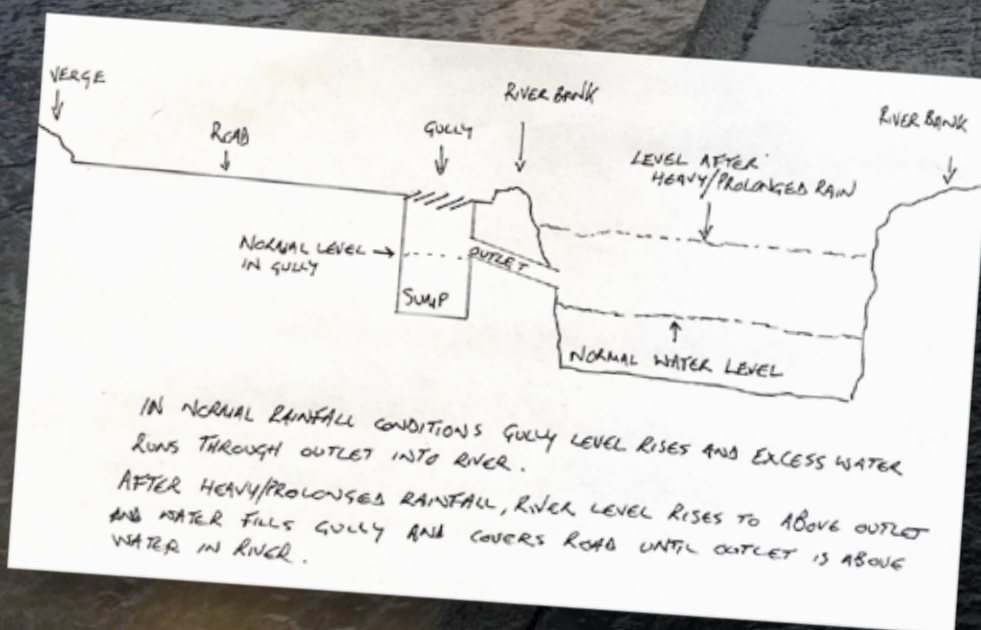
FLOODING AND HIGHWAYS: THE CONNECTION

In January Essex escaped the worst of Storm Christoph, but at other points since the start of the year we have suffered persistent heavy rain, which has led to flooded roads in a number of places both urban and rural.

It's worth knowing that highways crews cleaned over 126,000 road drains in Essex last year, and this helps keep flooding to a minimum. However when prolonged or very heavy rain falls, or snow melts on to already saturated ground, it runs off raising ditch, brook and river levels above the height of road drain outlets. Then the water has nowhere to go. Often, time for the water to drain away naturally is the only solution.

Unsurprisingly, members of the public see the flooded road and blame the road drains. In fact it is often simply the volume of water overcoming the capacity of the drains and pipe networks. These cannot then clear the water into larger non-highways drain systems or rivers. Often private ditches not kept clear by landowners are the problem. Then run-off of soil from fields acts to block the drains.

Anything councillors can do to encourage private ditch-clearing and, when there is a flood, to discourage motorists from driving through them would all be very helpful.



REPORT BLOCKED DRAINS ONLINE

We record water levels and debris or other issues removed from each drain, so we now have a database of the higher-risk drains to clear them more often. We concentrate on main roads, but clean drains on local roads too. **Please report any blocked drains online.** Thank you.



COMMENT COUNCILLOR KEVIN BENTLEY

DEPUTY LEADER, ESSEX COUNTY COUNCIL AND CABINET MEMBER FOR INFRASTRUCTURE

It's that time of year when we see many more potholes on our roads. They are either new ones or existing ones made larger and all due to heavy rain, ice and snow and we certainly have had a lot of rain!

We are repairing them as quickly as possible including your Member led top 50 potholes, although I always emphasize that our teams are not immune to COVID and they are having to work under different conditions. Nonetheless they are out and out again driving gritters and are also very much keyworkers. It is important that we are all patient while they get to these defects and as you know we fix the really critical ones first.

SHORTLIST OF JUNCTION IMPROVEMENT OPTIONS CONFIRMED AS PART OF ARMY & NAVY SUSTAINABLE TRANSPORT PACKAGE



A shortlist of options for the major Army and Navy junction in Chelmsford has been agreed - as Essex County Council continues to invest in transforming the county's vital transport infrastructure.

About £700 million will be invested in major transport schemes across Essex over the next six years, with several further projects in the pipeline.

The Army and Navy Sustainable Transport Package will offer people enhanced travel choices in and around Chelmsford and encourage safer, greener and healthier ways of getting around. It will particularly improve shorter journeys, where we want walking and cycling to be the natural choice.

As well as junction layout improvements, the project includes the proposed expansion of Sandon Park and Ride, a new Park and Ride site at Widford, and pedestrian and cycle route improvements.

As a result of our latest option assessment analysis, the decision has now been made to discount the two-way flyover because it would be the worst option for city centre traffic and congestion, encourage more car journeys rather than supporting the Park and Ride, walking and cycling, and would be more imposing than the previous flyover.

It would also have the largest noise and air quality impacts, and the longest and most disruptive construction programme.

The remaining options – separate T-junctions, hamburger roundabout and enlarged roundabout – provide the best opportunity to improve journeys for all transport users and are now expected to be those which go to public consultation in the summer.

More information about the Army and Navy Sustainable Transport Package is available on the **Essex Highways website**.

E-SCOOTER TRIAL OFFERS FREE TRAVEL TO NHS STAFF

Spin, the Ford-owned company behind trials of legal e-scooters in Essex have offered free travel to NHS staff in Basildon during the pandemic.

Basildon is the first town in Essex to trial the e-scooters, with a good take-up so far despite lockdown. Spin has now generously offered free use up to 30 minute journeys for all NHS staff who register with the scheme.



SAFER
GREENER
HEALTHIER
Transforming travel in Essex

HIGHWAYS CREWS CONTINUE WORKING TO GET THE JOB DONE - IN COVID SAFE WAYS!

County Councillor Lesley Wagland, Deputy Cabinet Member for Infrastructure, has recorded a video to explain how and why highways repairs and improvements are continuing through lockdown.

WATCH THE VIDEO 



WINTER GRITTING COPING WELL, DESPITE ICE, RAIN AND SNOW IN THE SAME NIGHT

At date of writing, only once so far this winter season have our gritters had to go out 3 times in 24 hours, but a succession of cold nights have kept the drivers busy.

Don't forget the gritter drivers are the same operatives that are out fixing potholes and clearing drains, so they are often working long hours 7 days a week at this time of year.

Sometimes the gritting decision-maker's job is very tricky, with marginal temperatures and the prospect of rain later which would wash all the grit away. Decisions can and do change late into the night!

Check which routes we may grit, on our [gritting map](#)



POTHOLES, PAVEMENTS DRAINS AND STREETLIGHTS FIXED IN THE MONTH...

The numbers of potholes, pavement defects and streetlights fixed and drains cleared in December 2020 combined are shown below.

Pothole repairs continue where

possible when flooding or gritting work doesn't take precedence, including those nominated for repair by County Councillors.

The cleansing of higher-known-risk drains on main roads in

Braintree is now complete. January sees the continued cleaning of drains on local roads in Basildon and higher-risk drains on main roads in Basildon, Brentwood, Epping Forest, Harlow and Rochford.

DISTRICT	COUNTY ROUTES	LOCAL ROADS	PAVEMENT DEFECTS FIXED	DRAINS CLEARED	STREETLIGHTS FIXED
BASILDON	27	15	81	2058	378
BRAINTREE	41	34	32	1193	358
BRENTWOOD	8	9	8	984	202
CASTLE POINT	3	53	59	0	193
CHELMSFORD	23	55	115	0	320
COLCHESTER	20	45	49	0	358
EPPING FOREST	22	31	173	1377	205
HARLOW	2	44	22	1012	272
MALDON	7	12	6	0	102
ROCHFORD	5	22	17	0	154
TENDRING	22	57	76	0	269
UTTLESFORD	21	11	2	0	106
TOTALS	201	388	640	6624	2917




Get winter updates on Twitter
follow @essexhighways
#EssexGritters

COVID-19 vaccination programme update – 8 February 2021

National update

Further to today's national COVID-19 press conference, people aged 70 and over who do not yet have their first COVID-19 appointment booked are now being encouraged to proactively contact the NHS to arrange a vaccination.

The aim of encouraging eligible patients to arrange a vaccination proactively is to help ensure that everyone aged 70 and over is offered the vaccine in a timely way.

This call to action replaces any message to people aged 70 and over that they should wait until they receive an invitation either to their GP surgery or a vaccination centre.

We have attached the press release to this email. The key messages to the public are that:

- the easiest way to arrange a vaccination is through the national booking service which can be accessed at www.nhs.uk/covid-vaccination
- anyone unable to book online can call 119 free of charge, anytime between 7am and 11pm seven days a week
- if a suitable and convenient slot is not available people can also call their GP practice
- GP teams have been asked to contact their clinically extremely vulnerable patients, who have been asked to shield, to ensure they have been offered the vaccine.

Local vaccination update

Across Hertfordshire and west Essex, latest figures released on Thursday 4 February show that a total of 206,291 people in the top priority groups have now received their first vaccination.

When we drill down into those numbers, we can see that 90% of 75-79 year olds and 87% of those aged 80 and over have now had their first dose. Our GP networks, acute hospitals, community trusts, and community pharmacies – supported by district and county council colleagues, the uniformed services and thousands of volunteers – are making significant strides towards protecting our most vulnerable elderly population. In a further expansion of

the vaccination network, four more sites across Hertfordshire opened this week to people eligible to receive their vaccinations who have booked in advance. This includes a site in the new Avanti Meadows primary school in Bishop's Stortford.

The process of vaccinating people in our area who are housebound is underway. GPs and local community trusts are contacting those who are housebound, or the carers who look after them, to arrange for them to be given their vaccinations at home.

Care Homes

All residents and staff within west Essex have been offered COVID-19 vaccinations and the majority have been vaccinated. The vaccination teams are working with the homes where there are still outbreaks, undertaking risk assessments to determine when it is safe to vaccinate the residents.

More information

If you have any questions, please email the [West Essex CCG communications team](#).

For information about the Hertfordshire and West Essex vaccination programme, please visit the [Healthier Future website](#).

For information about the vaccination programme, case studies and COVID self-care information, please visit the [Essex COVID vaccine website](#).

Calendar of Meetings 2021/22

	2021								2022				
Mtg	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Executive													
Council	25		29			28		16		24		28	26
Cabinet		10	15		16	14	11	2		8	10	19	
AMED			8			7		21			17		
CHBCC		24			28			9			8		
LPCC		17			7		25			15			
Scrutiny													
O&S		3	1		30		18	7	27		31		
Stronger Council Select Com			20		14		16		18		3	14	
Stronger Communities Select Com		15			21				11		1* & 22		
Stronger Place Select Com		22			23				13		15		
Con Wk Grp													
Con Wk Grp		21				5				3		7	
Licensing													
Licensing Com						13					15		
Licensing Sub-Com		1	6	3	7	5	2	7	4	1	1	5	
Extra (If required)		(15)	(20)	(17)	(21)	(19)	(16)	(21)	(18)	(15)	(15)	(19)	
Miscellaneous													
Members Briefing		7 & 29	5 & 27	9 & 26	9 & 27	4 & 21	1 & 30	6 & 21	10 & 25	7 & 22	7 & 28	4 & 21	
A&G			12		6		22		17		21		
LCLC					13						14		
App Panel	18												17
DDMC Chair					20						29		
O&S Chair			22						20				
JCC			13			5			25			4	
Standards													
Planning													
DDMC		9	(7)	4	(1)/29	(27)	24	(22)	26	(23)	23	(20)	25
East	26	23	21	18	15	13	10	8	12	9	9	6	11
West		2 & 30	28	25	22	20	17	15	19	16	16	13	18
South	19	16	14	11	8	6	3	1	5	2	2 & 30	27	

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LGA Highlighting Political Leadership Update – February 2021

COVID Guidelines – Leadership Programmes attendance

Our leadership progs in a face-to-face setting is the choice of the delegate. If you do not feel comfortable attending our event in person there is the option to attend virtually.

- The following measures have been taken at Warwick Conferences for your safety at our events <https://warwick.ac.uk/services/conferences/news/covid-19/keeping-you-safe.pdf>
- A reminder of government guidance on ‘staying safe outside of your home’: <https://www.gov.uk/government/publications/staying-safe-outside-your-home/staying-safe-outside-your-home>
- The guidance for people who are clinically vulnerable <https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing-after-4-july#clinically-vulnerable-people>

Leadership Academy

The Leadership Academy is the LGA’s flagship development programme for councillors in leadership positions. Refreshed and updated for the current challenges faced across local government, the Leadership Academy delivers for local leaders a step change in leadership behaviors, strategies, skills and mind-set.



Leading councillors from across the country and political spectrum have found the Leadership Academy helps to ensure they can effectively address modern challenges and make the most of new opportunities. The programme is now approved by Institute of Leadership & Management, the UK’s leading

awarding body for leadership and management, and Leadership Academy graduates will now receive an approved Institute of Leadership and Management certificate with access to resource materials for a year from the organisation. The Leadership Academy is a leadership development programme for leading councillors based on three two-day residential modules over a three-month period.

Leading councillors from across the country and political spectrum have found the Leadership Academy helps to ensure they can effectively address modern challenges and make the most of new opportunities. Over 3,070 elected members from almost every council in the country have graduated from the main Leadership Academy programme since it was launched 20 years ago.

Benefits of attending

- Work with fellow Leaders and leading councillors on current issues
- Understand your own leadership style and enhance your leadership capabilities
- Develop a ‘leadership toolbox’ of techniques and strategies to use in different situations
- Work on participants’ own specific challenges from their councils
- Understand and practise effective leadership strategies for the current environment
- Take back the learning to councils
- Work with peers from other parties and councils
- “You will become registered [Members](#) with [The Institute of Leadership & Management](#) for 1-year, providing access to all their brilliant resources, including their award-winning platform [MyLeadership](#). You will receive a certificate of achievement* upon completion, along with a digital credential and you can use letters after your name: MInstLM”
- Overall, providing a step change in leadership effectiveness

About the programme

The Leadership Academy is a leadership development programme for leading councillors based on three two-day residential modules over a three-month period.

Module 1 focuses on **leading through relationships**. This module explores how councillors can develop, maintain and use relationships (both internal and external) to provide effective leadership at the political, organisational and wider community levels.

Module 2 looks at **leading innovation and change**. This module will develop councillors' ability to lead and manage complex change to improve effectiveness and efficiency and to achieve better outcomes for the community.

Module 3 explores **leading communities and place**. The focus is on helping councillors to communicate with and provide leadership to their communities and within partnerships to achieve growth and prosperity.

Who is it for?

Councillors in leadership positions, including leaders of councils, deputy leaders, leaders of political groups, portfolio holders, shadow portfolios, scrutiny chairs and committee chairs.

Fees: The cost of the first place booked for each authority is now just £1,000, and the cost for each subsequent place will be £1,250. The fee covers accommodation, meals, refreshments, materials and tuition for the three residential modules. Fees are reduced for virtual programmes

2021/22 programme dates to be announced shortly.

One to One Development Sessions

We are offering councillors the opportunity to have one-to-one development conversations with one of the Leadership Academy Facilitators. This will be available to councillors in leadership positions for the next three months. These sessions are not political and will be provided by tutors from our Leadership Academy programme who a number of you might have met from your participation on the programmes. They will be focussed on helping councillors adapt their personal leadership style through three structured coaching calls. If you would like more information, please contact grace.collins@local.gov.uk

Cllr Introduction to... Digital and Data Training Series

The LGA has developed six new free Councillor training sessions to support members navigate the world of digital and technology as their local authorities harness this area of innovation to help deal with COVID-19 pressures and support residents, communities and businesses utilise technology to improve their everyday life.

Digital Communications: Thursday, 18th February 2021, 10.00 - 12.00

Covid-19 has forced unprecedented change and channel shift on communities, workforces and members. Cllrs need as much support as possible to navigate the emerging technologies now required to continue fulfilling their democratic duty to residents. Digital communications and new forms of engagement will be important to master as more and more services move online.

How can Cllrs embrace the new forms of digital communication?

Data: Thursday 25th February 2021, 10.00 - 12.30

The potential for data is continuing to grow in importance. It guides council decision making adding a quality of evidence and reliability, however it is somewhere the sector can improve greatly by learning lessons from each other, combining knowledge and brainpower to focus on successful strategies and overcoming national concerns.

How can the Cllr role encourage the safe and constructive use of data in council operation and decision making?

Cyber Security: Thursday, 4th March 2021, 14.00 - 16.00

As digital and online technology only becomes more developed within councils, members must also take note of the increasing threats that emerge from using digital and data tools. Cyber security roles must be taken extremely seriously and embedding this from a member perspective is crucial.

What is the Cllr role in ensuring that your council cyber secure?

Digital in Social Care and Shielding Vulnerable People: Wednesday, 10th March 2021, 10.00 - 12.00

As residents become more and more dependent on councils for their social care and support during the covid-19 lockdowns, but also wish to live at home independently for longer, councils have needed to respond in the most responsive and effective way. Assistive living technologies and services orientated for vulnerable shielded people are becoming a core necessity for local government to support residents under the fluctuating covid-19 restrictions. So, as a Cllr what does this innovation look like and how can it be supported from the political arm of councils within a highly pressured service area and environment?

What is the Cllr role in the implementation of digital solutions for the most vulnerable and shielded residents?

Leading Healthier Places Webinars

We are pleased to invite you to attend a series of Leadership Essentials webinars which will be held weekly during March 2021, co-chaired by Cllr Sue Woolley, Chair of Lincolnshire Health and Wellbeing Board and Dr Graham Jackson, Chair NHSCC and Senior Clinical Adviser, NHS Confed.

The sessions will:

- Provide the context for Health and Wellbeing Boards with input from speakers offering the latest national and policy perspective
- Provide opportunities for discussion and Q&As around the issues, challenges and opportunities within your system and place
- Explore the key features of effective system leadership
- Provide an environment for personal leadership development and reflective thinking

Place-based leadership:

Health and Wellbeing Boards (HWBs) and the changing health and care landscape

Thursday 4 March 2021, 14.00-16.00

This session will explore current challenges and opportunities for HWBs, and how place-based leadership is crucial. It will consider the latest NHS reform proposals, and the importance of place and the HWBs in this context, and what you see as the future of HWBs.

Health Inequalities

Thursday 11 March 2021, 14.00-16.00

This session will explore how HWBs can tackle health inequalities, specifically in light of the unequal impact of COVID-19 on communities.

Mental health, wellbeing, and isolation

Thursday 18 March 2021, 10.00-12.00

This session will explore the impact of COVID-19 on mental health, wellbeing and isolation, and how HWBs are leading local action to understand and address the impact on their communities.

Future vision - health, care and wellbeing rooted in the community

Thursday 25 March 2021, 10.00-12.00

The session will explore the future vision of health, care and wellbeing, with a specific focus on the role of HWBs. Key issues relate to the impact of COVID-19, particularly the wider determinants of health, prevention and equalities and the next steps in ICS development.

To sign up for the free series of Leadership Essentials: Leading Healthier Places webinars please reply to this email, or [email Tara.Cranna@local.gov.uk](mailto:Tara.Cranna@local.gov.uk)

Further details on the webinars can be found on our [webpage](#).

You are welcome to attend one specific webinar rather than the series if you wish. If this is the case, please indicate in your email.

[Commercial Skills Masterclasses for Councillors](#)

Free masterclasses delivered using Zoom platform: As a result of COVID-19, many councils are refocusing their commercial activity. The LGA has developed a range of support for councillors to develop the skills they need to make confident decisions about refocused commercial activity.

Commercial Mindset

- Friday 5th March 2021

Link: <https://lgaevents.local.gov.uk/lga/frontend/reg/thome.csp?pageID=340608&eventID=997>

For portfolio holders for commercial activity or whose portfolio includes income generating services and scrutiny board members.

This masterclass is designed to support councillors to:

- Understand (at a high level) the trading powers available to local authorities
- Review and refocus the council's commercial activity in light of the impact of COVID-19
- Challenge conventional thinking to solve problems – how to use alternative approaches to develop sustainable income streams
- Set the commercial vision and outcomes and empower officers to deliver those outcomes
- Use commercial approaches to deliver social value – placing purpose at the heart of commercial activity

Commercial Leadership and Decision-Making

- Friday 19th February 2021

Link: <https://lgaevents.local.gov.uk/lga/frontend/reg/thome.csp?pageID=341613&eventID=1000>

- Friday 19th March 2021

Link: <https://lgaevents.local.gov.uk/lga/frontend/reg/thome.csp?pageID=341948&eventID=1001>

For portfolio holders for commercial activity or whose portfolio includes income generating services and scrutiny board members.

This masterclass is designed to support councillors to:

- Understand and appraise investment proposals (including risk)
- Understand the financial health of companies, including questions to ask of chief financial officers/finance directors
- Understand the role of the board directors, including roles and responsibilities
- Understand and consider the culture and ethics commercial activity

Communicating Commercial Activity

Wednesday 3rd March 2021 (10am – 12.30pm)

The LGA is running a free two-and-a half-hour Zoom masterclass to support councillors to develop the skills to confidently and appropriately communicate commercial activity to external audiences. Many councils are refocusing commercial activity that has been impacted by COVID-19 and changes to investment guidance by the Ministry of Housing, Communities and Local Government and CIPFA. It is important that elected members have the skills to communicate key messages about commercial activity to a range of external audiences. The masterclass includes best practice guidance from a local authority communications expert and council case studies demonstrating how communications teams have worked effectively with elected members to communicate the key messages of council commercial activity to external audiences

Book your place via this [online booking form](#) or for further information visit the [Commercial skills for councillors web page](#). To find out more email commercialskills@local.gov.uk

COVID-19 Political Leadership Webinars for councillors

To access any of the below recorded webinars, please click <https://www.local.gov.uk/our-support/lga-covid-19-support-offer/covid-19-political-leadership-webinars-councillors>

Presentation Skills

New: Leadership webinar concerning online Presentation Skills on virtual platforms. The webinar is hosted by Darren Caveney, creator of Comms2point0. This pre-recorded session is aimed at providing advice and support to councillors during COVID-19 to navigate online interviews and meetings. Councillors are currently having to work with a wide range of platforms for virtual meetings and interviews and this webinar aims to boost confidence and discusses the elements to consider when wanting to build and maintain an effective online profile.

Coalition Administrations

New: This pre-recorded webinar on Coalition Administrations, is presented by Dr Stephanie Snape, a local government specialist and LGA Associate. The webinar aims to support councils run by coalition administrations in their work on COVID-19 and the recovery. The webinar will identify how to ensure robust, stable coalition working during Covid-19 and beyond.

Effective Chairing of Remote Meetings

This webinar provides some advice and assistance to councillors when undertaking council business through digital platforms. It provides some case studies and hints and tips from councillor colleagues who have been undertaking meetings online and some thoughts on the process and conduct of meetings.

Rapid Innovation

This single session webinar is presented by Manny Gatt, co-founder and Managing Director of Shared Service Architecture Ltd, a teaching company providing training programmes in Collaborative Leadership and Shared Services. Council leaders with a democratic responsibility for place leadership, have a role to play in encouraging and supporting rapid innovation and change. This webinar provides an opportunity to explore both the theory and practice as to how to lead council's response to these challenges.

The Importance of opposition leadership and what effective opposition looks like during Covid-19

This two-part webinar is present by Dr Stephanie Snape, a local government specialist, having spent thirty-three years in the 'world of local government'; working first as a local government officer, then over two decades as a local government academic. These sessions discuss the importance of the contributions of opposition councillors and groups make, and will support opposition groups in their work on Covid-19.

The Role of the Ward Councillor during Covid-19

This two-part webinar is presented by Andy Fry OBE, a former local government corporate director and chief fire officer. Part one discusses the emergency management cycle and council responsibilities, the role of officers and building and maintain trust in your community. Part-two discusses the role of senior councillors and a detailed look at the role of the ward councillor.

[COVID-19 Publications and Guidance on LGA Website](#)

- [Councillor workbook on creating mentally healthy places](#)
- [Changes to local authority powers and duties: Adoption, fostering and care planning and health protection resulting from Coronavirus Regulations 2020](#)
- [Changes to local authority powers and duties resulting from Coronavirus Regulations 2020: school admissions](#)
- [Changes to local authority powers and duties resulting from the Coronavirus Act](#)
- [COVID-19: a leadership workbook for cabinet members](#)
- [Councillor guidance on emergency response structures](#)
- [Key questions and issues for finance portfolio holders during the COVID-19 pandemic](#)
- [Councillor guidance: COVID-19 outbreak](#)
- [Protecting vulnerable people during the COVID-19 outbreak](#)
- [Tackling domestic abuse during the COVID-19 pandemic](#)
- [A councillor's workbook on effective opposition during COVID-19, reset and recovery](#)
- [The impact of COVID-19 on culture, leisure tourism and sport](#)
- [Fiscal devolution: adopting an international approach](#)
- [Changes to local authority powers and duties covering special educational needs, planning and road traffic orders resulting from Coronavirus Regulations 2020](#)
- [Councillor guidance: COVID-19 reset and recovery](#)
- [Councillor workbook on creating mentally healthy places](#)
- [Managing the wellbeing of furloughed staff during the COVID-19 pandemic](#)
- [Loneliness, social isolation and COVID-19: practical advice](#)
- [Changes to local authority powers and duties resulting from the Coronavirus Act](#)
- [Approaches to managing licensing and related issues during the COVID-19 pandemic](#)

[LGA Events](#)

All LGA 'in-person' events which take place at 18 Smith Square have now been postponed/ cancelled up to the end of February 2021 due to the COVID-19 pandemic. The LGA are now running a series of virtual events via Zoom for members and officers – please click on the following link to see what's coming up and book a place: <https://www.local.gov.uk/events>

Examples of some of the February LGA events are below:

[Dealing with empty shops](#)

Wednesday, 10th February 2021, 10.30am – 12.00pm

The pandemic and associated restrictions has resulted in a very significant reduction in demand for products and services from high streets. The impact of this is that many high street businesses are reducing their presence in town centres - leaving the area and remaining neighbouring businesses with potential negative long-term consequences. From individual units to large department stores, empty shops on high streets impact on the wider economic health of an area as businesses, jobs and public realm are affected.

This webinar will be an opportunity for councillors and council officers to hear about findings from good practice research that the LGA commissioned from the urban realm specialists, We Made That.

[Has COVID-19 changed the way communities behave?](#)

Thursday, 11th February 2021, 10.00am – 11.30am

To help councils with their thinking and to shape a narrative that will resonate locally, the LGA commissioned Britain Thinks to conduct qualitative research with 50 participants from across the country to better understand how the pandemic has changed public opinion and behaviour.

At this webinar, we will hear from the researchers about what they found, including how the public defines 'local' and their attitude towards civic participation and whether they think any of their behaviours have changed for good.

[Delivering under pressure: supporting the wellbeing of frontline staff](#)

Thursday, 11th February 2021, 2.00pm – 3.30pm

Frontline staff are key to the success of our communities and they have been at the heart of the country's response to the global pandemic. Our webinar will discuss how to support these frontline staff and invest in helping them to be mentally fit and resilient for the challenges they face.

[Safeguarding and homelessness](#)

In 2019/2020 four national workshops were organised on adult safeguarding and homelessness through the Care and Health Improvement Programme (CHIP). The outcome was a briefing on adult safeguarding and homelessness, published by the Local Government Association and the Association of Directors of Social Services: <https://www.local.gov.uk/adult-safeguarding-and-homelessness-briefing-positive-practice>

These webinars are part of a series of eight virtual seminars, developed to disseminate and take this work forward and to inform a further briefing on adult safeguarding and homelessness, including the impact of COVID-19.

[Session 1: Legal literacy: safeguarding people experiencing homelessness](#)

Monday, 15th February 2021, 10.00am – 12pm

[Session 2: Governance: adult safeguarding and homelessness](#)

Tuesday, 23rd February 2021

Green economic recovery

Monday, 22nd February 2021, 10.30am – 12pm

The COVID-19 pandemic and the exit from the EU has presented councils with a number of key economic challenges and questions. Councils are increasingly re-evaluating their economic growth strategies and adapting their plans to support their local economic recovery amidst this unprecedented climate.

The LGA are committed to supporting councils with their economic development and recovery plans. By organising this webinar, the LGA are seeking to provide insight from across the local government sector on some of the work currently being carried out and the opportunities that this backdrop of events has presented.

Applying behavioural change techniques to the COVID-19 and climate emergency responses

Tuesday, 23rd February 2021, 10.00am – 11.30am

This webinar will look at how we can use behavioural change techniques in council services to work with communities and change their behaviour. The event will showcase councils which have used behavioural change techniques to tackle two of the biggest challenges of our day – tackling COVID-19 and climate change.

Local authority youth services

Wednesday, 24th February 2021, 2.00pm – 4.30pm

The COVID-19 pandemic has had a big impact on the lives of children and young people. Youth services have pivoted and mobilised to support vulnerable children and families in their community. There are a range of youth service models across local authorities; this webinar will provide the opportunity for local authority youth services and family services to come together and reflect on the last year, share their experiences and good practice and hear from a range of partners. There will also be an update from the Department for Digital, Culture, Media and Sport (DCMS).

Vaccine webinar: Equalities

Thursday, 25th February 2021, 10.30am – 12.00pm

This webinar is part of a series of vaccine focused webinars. This session will provide an update on vaccination roll out, and the implications for local authorities in engaging with their communities, with a focus on equalities. It will explore the good work previously carried out and what lessons can be learnt and applied to the vaccination roll out.

Design in the Public Sector: creating meaningful engagement with communities on climate change

Friday, 26th February 2021, 10.00am – 11.30am

This is the first in a series of four webinars run by the LGA in partnership with the Design Council as part of the Design in the Public Sector programme 2020-21. The webinars intend to scale design approaches across the public sector and inject new thinking with a focus on climate change challenges.

In this session, you will be introduced to the value of design and the Design Council's Framework for Innovation which enables organisations to embrace new ways of working while adopting design as a mindset and skillset. We will discuss our experience of carrying out meaningful community engagement as well as highlight some practical tips and tricks.

Do continue to check out <https://www.local.gov.uk/events> for further events that are taking place in February and March as there are more on the website.

Political Leadership Masterclasses

These one-day political master classes are for councillors who hold leadership positions on their councils including cabinet members, committee chairs and opposition group leaders. The cost of places at these events is fully subsidised. There are a very limited number of places available and they will be allocated on a strictly first come, first served basis.

Communication and Media Political Leadership Masterclass

Communication and Media 21 – Wednesday, 3rd March 2021 – *Virtual*

As a leading councillor you play a pivotal role in raising awareness of your local area and organisation through the media. We're running an intense five-hour virtual masterclass to develop and enhance interview skills. The session will be run by Scott Chisholm, who advises some of the country's top politicians and the world's most influential corporate executives.

- You will learn how to be in control of any encounter with any journalist
 - How to prepare and present
 - How a journalist thinks
 - What makes news, news
 - Your rights
 - How to exploit difficult questions
 - How to influence, rather than merely inform
 - The 3 'R's of damage limitation and crisis management
-

Leadership Essentials

The Leadership Essentials programme is a series of themed leadership events and workshops. They are aimed at leading members offering a stand-alone opportunity to concentrate on particular themes and share experiences amongst colleagues dealing with similar challenges. These programmes take place at Warwick Conferences, Coventry CV4 7SH (unless otherwise stated.)

Leadership Essentials - Audit Committees

The world of governance, control and audit has moved up the agenda in recent times. As councils grapple with a changing environment, financial resilience and service transformation, ensuring that the Audit Committee is functioning effectively has never been more important. Meanwhile, the pressures have grown on auditors and council staff to deliver more with less. Given all that is going on, there has never been a better time to reflect on the role of the Audit Committee. Aimed at Audit Committee chairs, this programme will discuss how Audit Committees can be most effective. Drawing on the insights of regulators and practitioners it will provide space for participants to reflect on the way their Committee functions and how it can gain maximum assurance that the council is managing its services and finances effectively.

Programme 4: Saturday, 20th February – Sunday, 21st February 2021, 9.30am - **Virtual only**
(10am – 4pm) (9.30am – 1.30pm)

Fee: The cost of attending this programme is fully subsidised.

Leadership Essentials: Climate Emergency

The impact of climate change on our planet was dominating global news headlines prior to COVID-19 and, no doubt, will do again. An Ipsos MORI survey has shown 85% of adults are now concerned about global warming. Many councils have formally declared a climate emergency and are looking at practical steps to turn ambitions on reducing carbon emissions into action.

This programme will help leaders and portfolio holders explore the crucial local leadership role in responding to the climate emergency. It will explore levers for councils to reduce carbon emissions and provide opportunities to learn from the experience of others.

Featuring a range of inputs, practical sessions and discussions, the programme will explore themes including community engagement, action planning, current climate change issues, including our green recovery from COVID-19, and how councils can bring partners together to deliver meaningful changes.

Programme 5: Tuesday, 16th March – Wednesday, 17th March 2021 (Virtual) - FULL

Fee: The cost of attending this programme is fully subsidised.

If the member wants to keep in touch with all things climate, we are producing a monthly Climate Change Bulletin which gives them a roundup of best practice examples and the latest news for councils from policy, improvement and Local Partnerships. They can [sign up to receive the bulletin for free.](#)

Leadership Essentials Planning Programmes for 2020/21

Leadership Essentials Planning provides an opportunity to learn about leading planning services. It provides a forum where attendees from across the political spectrum can meet and talk about common issues, hear from leading experts and take part in discussions and exercises, to develop understanding and thinking and learn new things.

We will announce new dates for 2021/22 planning soon, in the meantime do keep out on the Planning Advisory Services website which is constantly being updated with resources and webinars events.

Planning Advisory Services Website

In response to Covid-19, PAS have created a "hints & tips" guide to running a virtual planning committee. There is a number of resources on this page which is constantly being updated. <https://www.local.gov.uk/pas/councillors/planning-committee>

Focus on Leadership Programmes

Two-day development programmes for councillors with potential or aspirations to move into leadership positions on their council.

Young Councillors' Weekender

The Young Councillor Weekender event is designed to give councillors aged 40 and under an opportunity to benefit from some focused leadership skills development aimed at helping them to make progress in their political career. The event also provides a chance for them to meet with and build up their network of other young councillors from different political parties and parts of the country. Over the twelve years since the programme was first run approximately 40 participants have attended each year and several have gone on to take up cabinet positions on their councils or roles on LGA boards.

This year's programme will include plenary sessions led by experts in the field of leadership and leading member peers covering personal development and some of the key current issues and challenges for all councillors.

Date: Saturday, 27th March - Sunday, 28th March 2021

Fee: The cost for attending is £150 for the 2-day residential event which includes accommodation, meals and all learning materials, plus an additional £50 for those of you who wish to join us for dinner and stay overnight at the venue on pre-night.

Black, Asian and Minority Ethnic (BAME) Councillors Weekender

This event provides a unique learning and networking opportunity for elected members from BAME backgrounds and those who are interested in exploring ideas for enhancing the recruitment and retention of BAME councillors.

Programme Objectives

By the end of the event, you will have had an opportunity to:

- Reflect on your personal leadership style and its impact on others.
- Hear from experienced and notable BAME political leaders and leadership experts about their leadership journeys, insights and views on the type of leadership required to address critical issues facing the UK's BAME communities.
- Explore and practice key leadership skills such as influencing, networking and 'creating impact' in order to achieve their goals.
- Explore key changes taking place within public services and local authority environment and the implications for the personal leadership approach of elected members.
- Discuss whether there are any particular issues for consideration as a BAME elected members.
- Think about your 'leadership career' (your 'legacy') and begin planning in a practical manner.

Some of the sessions will include:

- Personal Leadership: What is Leadership?
- Understanding Leadership Styles:
- "Successful political leadership – making a difference."
- 'Enhancing your leadership'
- Presentation skills

Date: Saturday, 20th March – Sunday, 21st March 2021
Warwick Conferences, Coventry CV4, 7SH

Fee: The cost for attending this two-day residential event is only £150, which covers the cost of accommodation, meals, tuition and materials, plus an additional £50 for those of you who wish to join us for dinner and stay overnight at the venue on Friday 26th February.

To book or for more information on the Highlighting Political Leadership development programmes /events mentioned

Please email grace.collins@local.gov.uk or Tel: 0207 664 3054

Community Leadership

The Community Leadership Programme provides a number of resources to support councillors in their role as community leaders, facilitators and brokers.

Councillor Modules

We can deliver modules in-house and tailor accordingly to your authority's needs using a member peer and a trained facilitator on topics such as chairing skills, influencing skills and partnerships, and social media.

Councillor workbooks

The workbooks are aimed at all councillors and will be particularly useful to new councillors. They are available to download on the LGA website <https://www.local.gov.uk/our-support/highlighting-political-leadership/community-leadership/councillor-workbooks>.

Topics include:

- Acting on Climate Change
- Being an effective ward councillor
- Bribery and fraud prevention
- Chairing skills
- Commissioning Services
- Community safety
- Councillor / Officer Relations
- Creating a 'fit for the future organisation'
- Engaging young people
- Facilitation and conflict resolution
- Handling casework
- Handling complaints for service improvement
- Handling Intimidation
- Health and safety in the council
- Influencing skills
- Local government finance
- Media and communications
- Mentally Healthier Communities
- Neighbourhood & community engagement
- Neighbourhood planning- ward councillors
- Planning
- Scrutiny
- Scrutiny of finance
- Stress management & personal resilience
- Supporting residents with complex issues
- Working with town and parish councillors

[New councillor e-learning platform](#)

In response to the continued need to deliver many of our councillor development offers through virtual means, the LGA has now redesigned and updated our councillor e learning platform. We have recently updated and redesigned the platform to provide those undertaking the learning with a better user experience and to allow for better information on what modules are being undertaken by our councillors.

As a result of these changes, the link to access the platform has changed as of Monday 1 February 2021. The new link is <https://lga.kallidus-suite.com/external>.

However, as a result we have also had to make changes to how councillors access the platform itself. The new instructions for accessing the platform are as follows.

Existing councillors

Existing councillors who were registered on the previous platform will need to re-access the site by **Friday 30 April 2021**. Their registration from the previous platform will have carried over. But due to the need to bring registration requirements in line with current data protection law, when they log in to the new platform the details for doing so will have changed.

Their new username will be their **council** email. The default password is Welcome123!

But they will need to change their password on first use to something they can remember.

Please note that if the site isn't accessed by Friday 30 April 2021 their registration will automatically lapse. And they would need to re-register with us.

Councillors wishing to register

In advance of the elections in May 2021 any current councillor who wishes to register on the platform can do so by emailing elarning@local.gov.uk

They will receive a username and the default password. Which will then need to be changed on first access.

It is anticipated that shortly before the elections in May 2021 a system of self-registration will be in place for councillors wishing to register on the site. This will then enable those who are elected in May 2021 to self-register.

Please note anyone wishing to register will need a '**council**'.**gov.uk** email address.

Officers registered on the previous platform

The previous platform had a number of officers registered to use the site. The majority of these were member development, democratic services or support officers who wanted to test out or look at the modules. Due to the need to streamline access these registrations have not been carried over. Especially as a large number of the officers registered, did so in 2018 mainly to take advantage of the GDPR module the LGA devised. It is also possible that some of those officers who were registered may no longer need to be so. If officers do wish to be reregistered then they need to email elarning@local.gov.uk and we can arrange this.

The councillor e-learning modules available to download from the new e-learning platform for councillors are as follows:

Anti-bribery and Corruption

As a councillor you will deal with many types of people and organisations in your role as a community leader. Sometimes these relationships might come under scrutiny from others. An understanding of when these situations might put you at risk of bribery or possibly even corrupt activity is important to ensure that you don't end up compromised or breaking the law without realising it. The e learning module has been written to support you and feel more confident in these situations.

Commissioning Council Services

This module brings together learning and experiences from the Leadership Essentials Commissioning Academy programme to examine new ways to approach commissioning from an outcome-based perspective. It also provides tools to help implement outcome-based commissioning and the skills to facilitate change.

Community Engagement and Leadership

With the increasing emphasis on local democracy, this module considers the important role of a councillor as a community leader and as an advocate for their local area. It gives thought to how to determine the needs of your local community and gives consideration to how best to engage with all elements of it in ways which are most appropriate for their needs and circumstances. By taking a more strategic view on community engagement it will enable you to consider how to be more effective in this role.

Councillor Induction

Designed to complement the LGA Councillors' Guide, this module provides a useful introduction to the increasingly diverse and complex role of being a local councillor. It looks at the legal framework of councils, considers the different types and structures of councils as well as providing some helpful tips and pointers to those undertaking this role for the first time. It is intended to sit alongside any council specific training provided to provide a national perspective to better inform the local ward or division councillor.

Effective Ward Councillor

This module looks at the key skills for being an effective councillor. It examines the need to understand the issues and concerns of your own ward or division and to equip you with the skills confidence and ability to take action and make a difference to your community in the most important role you undertake as a councillor. It looks at time management, prioritisation of tasks and the importance of effective communication.

Equality, Diversity and Unconscious Bias

This module considers the implications of the Equality Act 2010. It looks at the provisions of the Act and the protected characteristics within it as well as how the legislation applies to elected members both in a recruitment and community leadership context. In addition it looks at how not complying with the Act might lead to issues around discrimination, harassment and victimisation for councillors in their roles.

Facilitation and Conflict Resolution

Facilitation and conflict resolution is nothing new. Much of the work that councils are currently doing around community cohesion and tension monitoring is an attempt to understand, prevent and respond to actual or potential community conflicts on a comprehensive and consistent basis. As councillor you will play an important role in resolving community conflict, dealing with conflicting priorities and acting as a facilitator for resolution. This module looks at the possible causes of conflict and tension in communities and provides some tools and tactics for acting effectively to resolve them where possible.

Handling Complaints for Service Improvement

As you develop in your role as a councillor you will receive complaints or concerns from your local community about a variety of issues. Written in partnership with the Local Government Ombudsman this module looks at the type of complaints you might receive as a councillor, considers which are appropriate to be dealt with and which should not! It provides councillors with the necessary signposting to direct complaints to the appropriate body for resolution, be that the council or an elsewhere.

Handling Intimidation

Becoming and serving as a councillor is a responsibility, a privilege and a hugely rewarding undertaking. But we are aware that an increasing number of councillors and candidates are being subjected to abuse, threats and public intimidation, undermining the principles of free speech, democratic engagement and debate. The growth of social media has provided an additional and largely anonymous route for individuals and groups to engage in such activity. This e-learning module builds on the LGA workbook on this topic and gives you some ideas and thoughts about how you might address issues and concerns as they affect you in your role.

Holding Council Meetings online

The Coronavirus pandemic has brought about fast-paced changes to the way people live and work. The need for self-isolation and social distancing has led to a focus on home and remote working, with councils exploring how to make the most of current technology to enable this. So that council's democratic functions and public council meetings can continue legislation has been changed to permit the conducting of meetings online, using software applications, or 'apps', designed for this purpose. The module looks at the revised provisions, the technology available and how to engage the public effectively

Influencing Skills

Being able to influence people is a key skill for effectiveness as a councillor. The module looks at how to be effective in influencing and persuading others, provides you with information about your own influencing style and how and when best to use it. It gives consideration to how to change the way other perceive you as a politician and to overcome the difficulties involved in influencing effectively.

Licensing and Regulation

The standard of products and services provided by local businesses is maintained through licensing and regulatory legislation. This enables local communities to stay safe and benefit from a healthy local economy. Council's regulatory services are responsible for enforcing this legislation, enabling businesses to improve and grow. The module takes a look at why licensing and regulation is necessary, what regulatory services are their role and function and the role of the councillor in licensing and regulation.

Local Government Finance

As a councillor you have responsibility for making decisions on behalf of your local residents about how policies should be implemented and the best way to deliver vital services efficiently and effectively. Underlying all this are financial considerations, such as what budget is available, how and when things are paid for and how to raise what additional funding may be required. This module provides you with an understanding of local government finance rules and processes to help you make better and informed financial decisions in your elected role.

Planning

If you think about planning, what word(s) come into your mind? To some councillors planning is exciting and visionary, it is about improving the environment, making places and communities work, a way of securing tangible improvements and investments, of shaping the future, and a mechanism for getting involved in decisions on things that matter to people. To others, it is bureaucratic, confrontational, stifles creativity, and pits neighbours against each other. Some residents fear it, don't trust it, and think it fails them. Some businesses see it as stifling innovation and enterprise. The Local Plan, planning proposals and decisions are all things that the public are interested in, although not all of the time. If you think about how many more members of the public turn up for a planning committee than a full council meeting, you can tell what sparks interest and strong views. This workbook will help you to understand how the planning system in England work

Police and Crime Panels

The Police Reform and Social Responsibility Act 2011 introduced new structural arrangements for national policing, strategic police decision making neighbourhood policing and policing accountability. Principal amongst these changes was the election of Police and Crime Commissioners (PCCs) and the introduction of Police and Crime Panels to scrutinise them. The module provides you with the information you need as a councillor to sit on a Police and Crime Panel and looks at the links between Police and Crime Panels, councils and local councillors.

Scrutiny for councillors

All councils must have an overview and scrutiny function. This is to ensure that decisions taken are robust and fulfil the needs of the local community. This module is aimed at councillors who sit on the Overview and Scrutiny committee of a council, involved in scrutiny work or wish to learn more about the overview and scrutiny function of a council.

Stress Management and Personal Resilience

In a time of changing priorities and ways of working for both front line and back office services, councils face increasingly difficult and stressful decisions about the services they provide to their communities. As a councillor you may find yourself having to communicate difficult and unpopular news to your local areas. This module looks at the sources and causes of stress, and offers some insights and strategies for creating greater personal resilience.

Supporting constituents with complex issues

As a councillor, providing effective support and advice to your residents is a key skill required in your role. Some of the conversations you will have will be difficult, awkward or painful. And you need to find the tools and personal resilience to enable you to do this well. This module looks at the ways in which you can provide this support and advisory role and to signpost residents with difficulties to other agencies who can offer more targeted support where needed

Supporting Mentally Healthier Communities.

Our mental health and wellbeing has never been more important to us as individuals. In times of stress and challenge it becomes ever more important for councillors to be able to act as community champions and demonstrate effective leadership. This module looks at how you can improve your own mental wellbeing and that of your communities.

For more information on our community leadership offer please contact Alison Edwards alison.edwards@local.gov.uk Tel: 020 7665 3857

Be a Councillor

Do you have elections coming up in 2021 or 2022? Are you thinking of running a campaign or prospective councillor event? Our website has a toolkit and resources to help councils promote the role of councillor to new talented people, who want to make a difference in their community: www.beacouncillor.co.uk/resources. Please contact us at beacouncillor@local.gov.uk for further information and more tailored support.

Email: beacouncillor@local.gov.uk Twitter: @beacouncillor
Website: www.beacouncillor.co.uk

21st Century Councils Toolkit

For international women's day we launched a new toolkit called "21st century councils". It is a self-assessment tool helps councils to consider whether their underlying policies, procedures and environment encourage women, parents and carers to become local councillors. It can be used either to help empower more women, parents or carers to stand for election as well as helping to create and sustain a culture where women (and parents and carers) can continue to serve and re-stand in elections and reach leadership positions. The tool has several steps, including self-assessment questions and tips to help you plan actions & next steps. If your council uses it, please let us know. For further information please <https://www.local.gov.uk/twenty-first-century-councils>

Handling Intimidation

We have also provided support for all councils, councillors and officers through our handling intimidation guide and we continue to work with the Government and other agencies to address the issue of public intimidation and its impact on local democracy.

The LGA's [guide to handling intimidation](#) covers topics such as how to handle abuse, both face-to-face, letters or online, and the legal and practical remedies, including the nature of the criminal offences involved. We also have an e-learning module entitled 'Handling Intimidation' on our e-learning hub which can be accessed on our website via <https://lga.melearning.university/course/view/1?gc=WMA7LFIA1FZCUC1QCVSK>

Public notice

**NOTICE OF MAKING OF AN ORDER
HIGHWAYS ACT 1980
ESSEX COUNTY COUNCIL
PUBLIC PATH DIVERSION ORDER 2021
FOOTPATH 31 STANFORD RIVERS**

The above order, made on 27 January 2021, under section 119 of the Highways Act 1980, will divert a part length of Footpath 31 Stanford Rivers of unknown width shown by a bold continuous line on the order map commencing from the western side of Woodside Farm where it meets Berwick Lane running in a north easterly direction through the garden of Woodside Farm for a total distance of 170 metres to the property boundary where it continues unaffected, to an alternative route 2 meters in width commencing from a point located 12 metres north of the aforementioned start point running in a north easterly then north north easterly and finally a north easterly direction for a distance of 170 metres around the perimeter of the garden of Woodside Farm to a point in the northern corner of the garden. The path then continues in a south easterly direction for a final distance of 7 metres around the garden perimeter of Woodside Farm to the aforementioned end point where it continues unaffected.

Copies of the order and order map can be requested to be posted or viewed by emailing publicpathorders@essexhighways.org to arrange a suitable time to inspect the documents quoting the Order title. Documents can be made available for inspection 8.30am-4.30pm Mon-Fri at Essex County Council, County Hall, E block main reception, Market Road, Chelmsford if so required following the current social distancing restrictions. Copies of the order and order map are available on Essex Highways website at:

<https://www.essexhighways.org/transport-and-roads/getting-around/public-rights-of-way/public-path-notice.aspx> and have also been sent to Stanford Rivers Parish and Epping Forest District Councils

Any representations about or objections to the order may be sent in writing to Robert Lee, Definitive Map Service, Essex County Council, Seax House, 2nd Floor, Victoria Road South, Chelmsford CM1 1QH not later than 10 March 2021 Please state the grounds on which they are made.

If no such representations or objections are duly made, or if any so made are withdrawn, Essex County Council may confirm the Order as an unopposed order. If the Order is sent to the Secretary of State for the Environment for confirmation any representations or objections which have not been withdrawn will be sent together with the Order. Any such representation or objections will be taken into account by the Council with the result that they may be made available to the public under the Local Government (Access to Information) Act 1985.

Dated 10 February 2021

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ESSEX COUNTY COUNCIL

**PUBLIC PATH DIVERSION ORDER 2021
FOOTPATH 31 STANFORD RIVERS
IN THE DISTRICT OF EPPING FOREST**

**HIGHWAYS ACT 1980 - SECTION 119
PUBLIC PATH DIVERSION ORDER**

PUBLIC PATH DIVERSION ORDER
HIGHWAYS ACT 1980 – SECTION 119
ESSEX COUNTY COUNCIL
FOOTPATH 31 STANFORD RIVERS

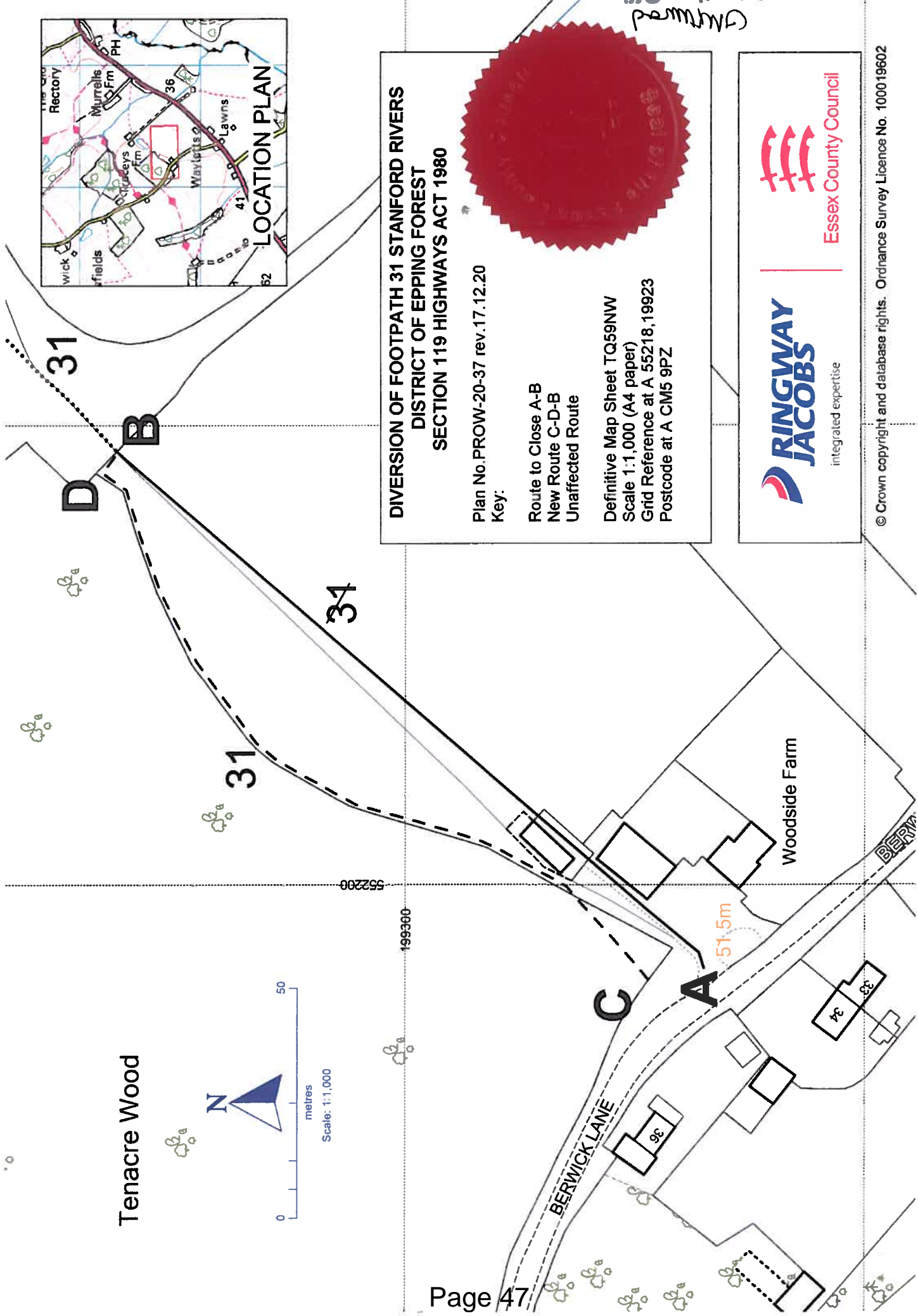
This Order is made by Essex County Council (“the authority”) under section 119 of the Highways Act 1980 (“the 1980 Act”) because it appears to the authority that in the interest of the owner of the land crossed by the footpath described in paragraph 1 of this order it is expedient that the line of the path should be diverted.

The landowner has agreed to defray any compensation which becomes payable in consequence of the coming into force of this order and any expenses incurred in the order making and bringing the new site of the path into a fit condition for use by the public.

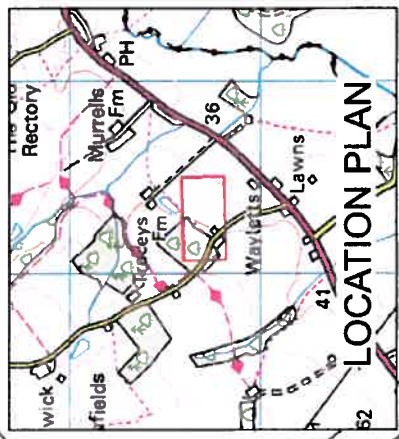
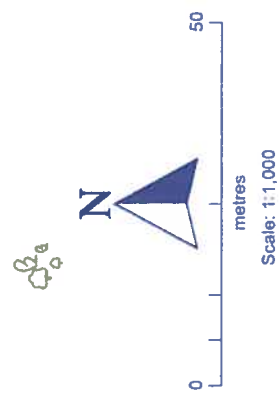
Epping Forest District Council have been consulted and have consented to the making of the order as required by section 120(2) of the 1980 Act.

BY THIS ORDER:

- 1) The public right of way over the land situated north and east of Woodside Farm and the publicly maintainable highway Berwick Lane known as Footpath 31 Stanford Rivers in the District of Epping Forest and shown by a bold continuous line on the order map numbered PROW-20-37 rev.17.12.20 contained in this order and described in Part 1 of the Schedule to this order shall be stopped up after 35 days from the date of confirmation of this order.
- 2) There shall at the end of 28 days from the date of confirmation of this order be a public footpath over land situated north and east of Woodside Farm and the publicly maintainable highway Berwick Lane known as Footpath 31 Stanford Rivers in the District of Epping Forest as described in Part 2 of the Schedule and shown by a bold broken line on the order map numbered PROW-20-37 rev.17.12.20 contained in this order.



Tenacre Wood



**DIVERSION OF FOOTPATH 31 STANFORD RIVERS
DISTRICT OF EPPING FOREST
SECTION 119 HIGHWAYS ACT 1980**

Plan No. PROW-20-37 rev.17.12.20

Key:

- Route to Close A-B
- New Route C-D-B
- Unaffected Route

Definitive Map Sheet TQ59NW
Scale 1:1,000 (A4 paper)
Grid Reference at A 55218, 19923
Postcode at A CM5 9PZ



Attesting Officer
G. Murrell

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SCHEDULE

(PART 1)

DESCRIPTION OF SITE OF EXISTING PATH OR WAY

A part length of Footpath 31 Stanford Rivers of unknown width shown by a bold continuous line on the order map commencing from point **A** at grid reference 55218,19923 on the western side of Woodside Farm where it meets Berwick Lane running in a north easterly direction through the garden of Woodside Farm for a total distance of approximately 170 metres to point **B** at grid reference 55229,19936 at the property boundary where it continues unaffected.

(PART 2)

DESCRIPTION OF SITE OF NEW PATH OR WAY

A footpath being 2 metres in width shown by a bold broken line on the order map commencing at point **C** at grid reference 55217,19924 located 12 metres north of the aforementioned point A running in a north easterly then north north easterly and finally a north easterly direction for a distance of approximately 170 metres around the perimeter of the garden of Woodside Farm to point **D** at grid reference 55228,19936. The path then continues in a south easterly direction for a final distance of approximately 7 metres around the garden perimeter of Woodside Farm to the aforementioned point **B** where it continues unaffected.

Given under the Common Seal of Essex County Council this *twenty-seventh* day of *January* 2021

The common seal of **ESSEX**)
COUNTY COUNCIL was here-))
unto affixed in the presence of:)

[Signature]
Attesting Officer:



41484

Dated: 27th day of January 2021

PUBLIC PATH DIVERSION ORDER

**HIGHWAYS ACT 1980
SECTION 119**

Footpath 31 in the parish of Stanford
Rivers in the District of Epping Forest

Paul Turner
Director, Legal and Assurance

Seax House
Victoria Road South
Chelmsford
Essex
CM1 1QH

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HIGH/11889 (KAS)
FP31 Stanford Rivers

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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

Decision to be called-in:
Decision reference:
Portfolio:
Description of decision:
Reason for call-in

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

Members Name:	Signed:
Lead member:	
Office Use Only: Date Received:	

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