

Questionnaire for Epping Forest District Council – Civic Review

From Name

Mr Brian J Sandwell

Please return by Friday 10 October 2008



Questions	Answers
<p>Vice Chairman</p> <p>1. In what way did your year as Vice Chairman give you an insight into the role of the Chairman?</p>	<p>I was installed as Chairman without the opportunity to be Vice Chairman so cannot answer this question. However, my Vice Chairman thanked me for all the assistance she received though my Year of Office and said it helped her.</p>
<p>2. What was your view of attending events that year?</p>	<p>As above</p>
<p>3. What was your understand of the role of Vice Chairman?</p>	<p>To assist the Chairman at all meetings and to stand in at events the Chairman cannot attend.</p>
<p>Annual Council</p>	
<p>1. Does the Annual Council give enough civic emphasis to the appointment of the Chairman of Council?</p>	<p>No. An explanation of the status of the office should be given by a senior officer at the Annual Council so that new members are aware, members are reminded and proper publicity is given.</p>
<p>3. Do you think that the appointment of the new Chairman and Vice Chairman should be held at a separate civic style event to the appointment of outside bodies?</p>	<p>As we have a Chairman and not a Mayor, we do not have a Mayor making ceremony, so I believe the appointment of the Chairman at the Annual Council is correct. But - I am always willing to listen to new ideas.</p>
<p>4. Do you think other councillors would support two Annual Council meetings?</p>	<p>Interesting thought but it would depend on the content of the meeting!</p>
<p>5. In what way could the Annual Council be improved?</p>	<p>Being the first meeting a new Chairman Chairs, it is always rather daunting and unfortunately, the various Leaders of Parties always feel that they have to argue on who gets what place on which committee. Life would be much easier and look far more professional if they were to have a proper pre-meeting to sort out their differences before presenting them to the public.</p>

Questionnaire for Epping Forest District Council – Civic Review

From Name ... *Mr Brian Sawdick*

Please return by Friday 10 October 2008



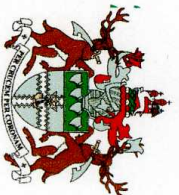
Diary/ Events	
1. What you enjoy/dislike about your year as Chairman?	I enjoyed every aspect of my year as Chairman especially meeting so many of the wonderful people, both young and old who do so much for others without reward. Without so many wonderful volunteers the country would collapse.
2. What information did you receive before attending events?	My PA, Pat was wonderful, she made sure that I had as much information of the event as possible – what to wear – was a hat required for my wife – who I was meeting – who would be greeting me and if a speech was required, I was always fully briefed on the content or it was already prepared for me to present. Without such a good PA the year could have been awful and even more stressful.
3. Was the information provided sufficient for you to carry out your role?	Mostly.
4. Were the weekly meetings with a Civic Officer useful?	Very much so.
5. How could things be improved?	By providing a Limousine and driver for the Chairman to all events. It can be very embarrassing representing an authority and driving oneself to events, having to park with the other councils limos and walk back to the event unaccompanied when all other Chairman are driven, dropped off and collected at the door.
6. How could we promote the Chairman of Council through other routes? i.e. visit to school/hospitals/ emergency services. Please give examples.	All Schools, Hospitals, Care Homes and Services should be encouraged to invite the Chairman to visit. I visited some and found the experience very rewarding. The Chairman should be the extended arm of the Council and used far more to promote the good works of the council.



Questionnaire for Epping Forest District Council – Civic Review

From Name *Ellie Brian P. SANDERS*

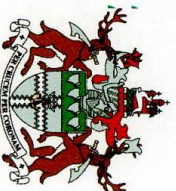
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7. Could we improve our promotion of the Chairman through the press and website?	Very much so. Epping Forest District Council Chairman gets very little publicity in the local press unless the Chairman takes his/her own camera. If the press are not attending an event then our press office should always where possible, send in photos and covering story.
8. Do you think the 'council' acknowledge the relevance of the Chairman of Council role?	No. Other Chairmen and Mayors have far more support with charitable fund raising and events committees. We seem to leave it all up to the Chairman and his/her PA. They also have a Far Larger Budget.
9. What other ideas for types of events would you suggest?	Forming a better relationship with all local businesses would be good public relations. They could be encouraged to put on charity events on behalf of the Chairman's charities. It's not so terrible giving them publicity, we can all benefit. We should also make far more use of our sites of interest throughout the district.
10. Are there suggestions for events that you saw at other authorities that we could follow?	All other authorities promote their area far more than we do.
Status of Chairman	
1. Did you encounter any confusion between the role of Chairman and the role of Leader?	Yes, many people seem to think that the Chairman and Leader are the same Office and look for the Mayor.
2. Were you always afforded the appropriate status?	No, especially with our own Town/Parish Councils – Some think that their Chairman/Mayors outrank the District Chairman. London Authorities always put Mayors before Chairman.

Questionnaire for Epping Forest District Council – Civic Review

From Name ... *Ellie Brian P Sandilands*



Please return by Friday 10 October 2008

3. What improvements that could be made? Invite all Town & Parish Clerks to an informal seminar to educate them in status etiquette.

Civic Events

1. What did you enjoy about your Civic Events?	Meeting so many people from diverse areas of the populace and promoting Epping Forest District and obviously the red carpet respect given to the High Office.
2. With hindsight would you have arranged events at different times of the year?	No
3. Different venues?	No, because the choice of venues in the district is not extensive.
4. What do venues need?	Good ambience, plenty of space, comfortable chairs and parking facilities.
4. How did events arranged by EFDC compare with events organised by other councils?	Very well, particularly our Civic Dinner, when we present awards to the various services with all the Mayors/Chairman from all the other authorities in attendance is always successful and gets highly complemented by the other Councils.
Charity	
1. What are your views on the Chairman's Charity?	A wonderful opportunity to collect money for good causes but we should have a dedicated charity committee like so many other authorities. Not just leave it to the Chairman to get prizes, arrange events etc;
2. What support (internal/external) was given in support of your charity?	Apart from the Golf Day, Quiz Evening and advice from the PA very little, I provided all the prizes for all events and it was very expensive at times.

Please return form to Pat Seager, Chairman's Secretary, Epping Forest District Council, Civic Offices, Epping, Essex CM16 6SY



Questionnaire for Epping Forest District Council – Civic Review

From Name *Caroline Ford*

Please return by Friday 10 October 2008



Questions	Answers
<p>Vice Chairman</p> <p>1. In what way did your year as Vice Chairman give you an insight into the role of the Chairman?</p>	
<p>2. What was your view of attending events that year?</p>	<p>It gave invaluable experience of the CM's role & representing the Council at functions. He enjoys meeting & talking to people quite a lot (as my CM) sitting at the "top table" of all council & other's. He briefs, reviews & chairs. It gives time to prepare for the coming year and decide on a chair's, any particular interests.</p>
<p>3. What was your understand of the role of Vice Chairman?</p>	<p>Enjoyable and good practice for the following year. These seminars & events seemed pleased to have the VC attend if the chair could not. Nice to meet some of the other chairs.</p>
<p>Annual Council</p>	<p>To support, and deputise for the CM. To be non-political.</p>
<p>1. Does the Annual Council give enough civic emphasis to the appointment of the Chairman of Council?</p>	<p>Yes.</p>
<p>3. Do you think that the appointment of the new Chairman and Vice Chairman should be held at a separate civic style event to the appointment of outside bodies?</p>	<p>No. Would that be legal anyway?</p>
<p>4. Do you think other councillors would support two Annual Council meetings?</p>	<p>No.</p>



Questionnaire for Epping Forest District Council – Civic Review

From Name Laoline Pad



Please return by Friday 10 October 2008

5. In what way could the Annual Council be improved?	I think it is fine as it is. Much use Eagle requirement and has to be done. Outside body appointments could be sorted out before hand to save time if possible.
Diary/ Events	
1. What you enjoy/dislike about your year as Chairman?	I enjoyed it a lot very much, including chairing full council which saved doubling at first. Some events are worth perhaps not wish to attend again, but once is fine.
2. What information did you receive before attending events?	Normally very full information of the event, location, timing, people to meet etc. Green form very useful.
3. Was the information provided sufficient for you to carry out your role?	Yes.
4. Were the weekly meetings with a Civic Officer useful?	Extremely useful.
5. How could things be improved?	What sort of catering, if any, needs to be stated on the form. otherwise normally very efficient.
6. How could we promote the Chairman of Council through other routes? i.e. visit to school/hospitals/ emergency services. Please give examples.	The school and col park who visited the chamber during the year were very interested, as were the guides who I visited. The chamber visits were worthwhile - we could be more proactive in promoting these.

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From Name Baroline Ford

Please return by Friday 10 October 2008

<p>7. Could we improve our promotion of the Chairman through the press and website?</p>	<p>Reasonable coverage already. Perhaps an interview when the new CM is elected with the press. The link on website to CMs events is good. Add more events should be included. More prominence on the home page. Give prominence to the CM's role in introductory briefing sessions to members + officers</p>
<p>8. Do you think the 'council' acknowledge the relevance of the Chairman of Council role? <u>Not always</u></p>	<p>Visits to places of interest in the District by Chairman e.g. Enfield's Chapel manor, Uthelands' Soften Wobler Museum. We could do the Warren, Copthall, Sunford Arms, Museum etc</p>
<p>9. What other ideas for types of events would you suggest?</p>	<p>Yes. Leaders and elected members prominence in the news system and their desire for publicity. Res can be confusion both by public and council.</p>
<p>Status of Chairman</p>	<p>Generally confusion sometimes between MP, Chairman of County Council, and even Epping Town Mayor.</p>
<p>1. Did you encounter any confusion between the role of Chairman and the role of Leader?</p>	<p>Lack of an official card, meant sometimes being sent round the back of a door.</p>
<p>2. Were you always afforded the appropriate status?</p>	<p>Add = paragraph to the green leaflet re protocol</p>
<p>3. What improvements that could be made?</p>	<p>Go for Borough status - Mayor might have more status. Don't not back up the job by giving it as a pass etc</p>



Questionnaire for Epping Forest District Council – Civic Review

From Name *Baseline Pad*



Please return by Friday 10 October 2008

Civic Events	
1. What did you enjoy about your Civic Events?	<p>Meeting those who contribute of their time in community activities, both public and representatives from other authorities. The young people's input to all 3 events was valuable <i>valuable</i>. They were righting <i>righting</i> the <i>of</i> the year.</p>
2. With hindsight would you have arranged events at different times of the year?	<p>No</p>
3. Different venues?	<p>No</p>
4. What do venues need?	<p>To be in the District. Sufficient size. Unusual enough to impress, and interest guests. Affordable. Good food very well. The time put into planning the events certainly paid off. Don't not quantify. We were much better organised than many other councils.</p>
Charity	
1. What are your views on the Chairman's Charity?	<p>Good idea to have a charity, but Pad became too important to the chairman's role.</p>
2. What support (internal/external) was given in support of your charity?	<p>Not much by my charity - 2 deliberately close a Pad Pad one. Most of welcome support from the <i>the</i> chairman's <i>chairman's</i> night <i>night</i>, the <i>the</i> good <i>good</i> days <i>days</i>, and advice <i>advice</i>.</p>

Please return form to Pat Seager, Chairman's Secretary, Epping Forest District Council, Civic Offices, Epping, Essex CM16 6SY



Questionnaire for Epping Forest District Council – Civic Review

From Name Ann Stratton

Please return by Friday 10 October 2008



Questions	Answers
<p>Vice Chairman</p>	
<p>1. In what way did your year as Vice Chairman give you an insight into the role of the Chairman?</p>	<p>Through attending all Council meetings, deputising for Chairman at events, Briefing staff officers. Attending Chairman's special events.</p>
<p>2. What was your view of attending events that year?</p>	<p>Enjoyed the opportunity to be involved in the Chairman's activities and to attend events in my own area. It was good to have this opportunity & preparation for my year in office.</p>
<p>3. What was your understand of the role of Vice Chairman?</p>	<p>A support to the Chairman & an appointment.</p>
<p>Annual Council</p>	
<p>1. Does the Annual Council give enough civic emphasis to the appointment of the Chairman of Council?</p>	<p>Yes</p>
<p>3. Do you think that the appointment of the new Chairman and Vice Chairman should be held at a separate civic style event to the appointment of outside bodies?</p>	<p>No - The annual meeting is best - however there could be a special Chairman event.</p>
<p>4. Do you think other councillors would support two Annual Council meetings?</p>	<p>No. I think there may be a loss of attendance if there are budget issues.</p>

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From Name



Please return by Friday 10 October 2008

5. In what way could the Annual Council be improved?	
Diary/ Events	
1. What you enjoy/dislike about your year as Chairman?	<p>I enjoyed it all to provide a face to the council you prepared to be a to provide a face to the council I must be saying our year all to provide a face to the council I must be saying our year all to provide a face to the council I must be saying our year all to provide a face to the council</p>
2. What information did you receive before attending events?	<p>Nothing of any use. By the way I must be saying our year all to provide a face to the council I must be saying our year all to provide a face to the council I must be saying our year all to provide a face to the council</p>
3. Was the information provided sufficient for you to carry out your role?	<p>yes</p>
4. Were the weekly meetings with a Civic Officer useful?	<p>Very - it felt like a partnership & was very enabling.</p>
5. How could things be improved?	
6. How could we promote the Chairman of Council through other routes? i.e. visit to school/hospitals/ emergency services. Please give examples.	<p>Thank that visit to schools & shops would be a good idea - consider training with our area as a whole.</p>



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7. Could we improve our promotion of the Chairman through the press and website?	<p>Hold regular meetings with press officers, people who write the website - give access to council press on a regular basis for queries about what is in the 20 year plan.</p> <p>Website could be enhanced for example making say monthly letter talks & chairman.</p>
8. Do you think the 'council' acknowledge the relevance of the Chairman of Council role?	<p>People may not be representing local chairman.</p> <p>Acceptance of what is occurring.</p>
9. What other ideas for types of events would you suggest?	<p>Have a regular meeting with a group of people to discuss the council's role. The chairman should be invited to other events. (e.g. in hall, museum, theatre etc)</p>
<p>Status of Chairman</p>	
10. Are there suggestions for events that you saw at other authorities that we could follow?	<p>It was a revelation necessary to point out the duties to residents.</p>
1. Did you encounter any confusion between the role of Chairman and the role of Leader?	<p>Somebody who takes on the chairman's duties at events with the district - other than was a local mayor.</p>
2. Were you always afforded the appropriate status?	<p>I think there has been work & progress etc</p>
3. What improvements that could be made?	

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Civic Events	
1. What did you enjoy about your Civic Events?	Practical on district grounds to cost less than on road. Cars park on car parks.
2. With hindsight would you have arranged events at different times of the year?	I think it is good to have the season long to a nice year.
3. Different venues?	It would be good if we had a long enough variety in the district to have the best of both worlds.
4. What do venues need?	Ability to provide good quality food & facilities to make the experience a success.
4. How did events arranged by EFDC compare with events organised by other councils?	Ours were much more organised & so a lot of things that's happened in the past & it's very professional.
Charity	
1. What are your views on the Chairman's Charity?	I believe it is good to have the Chairman's Charity to give the money to the charity.
2. What support (internal/external) was given in support of your charity?	The Chairman needs to be supported to promote the charity. Staff were very helpful in attending to the queries. There were many people who were very helpful in the house. There were many people who were very helpful in the house.

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Questionnaire for Epping Forest District Council – Civic Review

From Name *Richard Morgan*

Please return by Friday 10 October 2008



Questions	Answers
Vice Chairman	
1. In what way did your year as Vice Chairman give you an insight into the role of the Chairman?	N/A
2. What was your view of attending events that year?	N/A
3. What was your understand of the role of Vice Chairman?	To support chairman and deputise at events
Annual Council	
1. Does the Annual Council give enough civic emphasis to the appointment of the Chairman of Council?	Yes, but ↘
3. Do you think that the appointment of the new Chairman and Vice Chairman should be held at a separate civic style event to the appointment of outside bodies?	It would be nice to try a separate civic event for appointments.
4. Do you think other councillors would support two Annual Council meetings?	Probably Not!!

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From Name Richard Morgan

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5. In what way could the Annual Council be improved?	I write outside bodies and parial council representatives.
Diary/ Events	
1. What you enjoy/dislike about your year as Chairman?	Enjoyed travelling all over the country. meeting so many different people in other authorities, and seeing so many new places. Dislike. When the year was over.!!
2. What information did you receive before attending events?	Full information on the Green Form.
3. Was the information provided sufficient for you to carry out your role?	Yes, but would have been easier if the chairman had Sat - Nav.
4. Were the weekly meetings with a Civic Officer useful?	Yes very useful.
5. How could things be improved?	Have a 2 year appointment as chairman.?
6. How could we promote the Chairman of Council through other routes? i.e. visit to school/hospitals/ emergency services. Please give examples.	The Mayor of a Borough seems to get a higher Profile than the chairman of council although they are the same role. Services, more liaison with visits to Emergency Services, more liaison with local Councils. Police.

Questionnaire for Epping Forest District Council – Civic Review

From Name Richard Moran



Please return by Friday 10 October 2008

7. Could we improve our promotion of the Chairman through the press and website?	<p>Press very good in my year, as we get on well with the Editor of Guardian. The Chairman must get as much media publicity as possible. Website - how many people look at it?</p>
8. Do you think the 'council' acknowledge the relevance of the Chairman of Council role?	<p>Yes I hope so.</p>
9. What other ideas for types of events would you suggest?	<p>Garden Party. Open day at the offices.</p>
10. Are there suggestions for events that you saw at other authorities that we could follow?	<p>I think we do more events than most authorities now, all of which have been very well organised. I saw no events which we could follow.</p>
<p>Status of Chairman</p>	
1. Did you encounter any confusion between the role of Chairman and the role of Leader?	<p>No, not confusion between the role of Chairman and leader, but confusion between Chairman and Mayor, or. Mayor's seemed to command more attention in their Roles.</p>
2. Were you always afforded the appropriate status?	<p>Yes apart from above. Also confusion between Mayor and Chairman</p>
3. What improvements that could be made?	<p>When the Chairman is on informal events and not wearing the full chain, have a some sort of Badge with the Council Crest and Name and Chairman of Council</p> <p>1 E. Blazer Embroidered Badge for men and women similar for ladies.</p> <p>More use of a car Crest or flag.</p>



Questionnaire for Epping Forest District Council – Civic Review



From Name **Richard Morgan**

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Civic Events

1. What did you enjoy about your Civic Events?	<p>Enjoyment a variety of different people and the honour of representing E.F.DC.</p>
2. With hindsight would you have arranged events at different times of the year?	<p>Events at present are spread out well enough out the year.</p>
3. Different venues?	<p>No. all present venues for civic events very good.</p>
4. What do venues need?	<p>Plenty of room good parking and most of all a special attraction to guests. Wat a village Hall !!</p>
4. How did events arranged by EFDC compare with events organised by other councils?	<p>Events arranged by E.F.DC were the best. This is due to the very efficient Chairmans P.A. and other helpful officers.</p>
<p>Charity</p>	
1. What are your views on the Chairman's Charity?	<p>A most important part of the Chairman role, helping so many local charities</p>
2. What support (internal/external) was given in support of your charity?	<p>Excellent support from all our officers and from the general public. It does depend on what the charities the chairman supports.</p>

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