



Epping Forest District Council

CONSTITUTION WORKING GROUP **Thursday 14th March 2024**

You are invited to attend the next meeting of **Constitution Working Group**, which will be held at:

Virtual Meeting on Microsoft Teams
on **Thursday 14th March 2024 at 7.00 pm**

Georgina Blakemore
Chief Executive

Democratic Services Officer: G, Woodhall
Tel: (01992) 564243
Email: democraticservices@eppingforestdc.gov.uk

Members: Councillors A Lion (Chairman), J H Whitehouse (Vice-Chairman), R Bassett, P Bhanot, S Heap, H Kauffman, J McIvor, J Philip and C C Pond

PLEASE NOTE THAT THIS MEETING IS OPEN TO ALL MEMBERS TO ATTEND

1. APOLOGIES FOR ABSENCE

To be announced at the meeting.

To report non-attendance before the meeting, please use the Members Portal webpage <https://eppingforestdc-self.achieveservice.com/service/Member>Contact> to ensure your query is properly logged.

Alternatively, you can access the Members portal from the front page of the Council's website, at the bottom under 'Contact Us'
<https://www.eppingforestdc.gov.uk/your-council/members-portal/>

2. SUBSTITUTE MEMBERS

To report the appointment of any substitute members for the meeting.

3. NOTES OF PREVIOUS MEETING (Pages 3 - 5)

To agree the notes of the meeting of the Working Group held on 18 January 2024.

4. TERMS OF REFERENCE & WORK PROGRAMME (Pages 6 - 8)

To review the terms of reference and progress with the achievement of the current work programme for the Working Group.

5. CONSTITUTION - REVISIONS & AMENDMENTS

(Monitoring Officer) To note that the Constitution update of 22 January 2024 was reported to the last meeting of the Group.

6. CONSTITUTION REVIEW UPDATE

(Monitoring Officer) To receive a verbal report on progress to date with the Constitution Review project. The Corporate Communications Team Manager will be in attendance to discuss the options for improving the accessibility of the Constitution.

7. REVIEW OF ARTICLE 17 - ACCESS TO INFORMATION (Pages 9 - 26)

(Monitoring Officer) To consider the attached report regarding the review of Article 17 – Access to Information within the Constitution and recommend its submission to Council for approval.

8. DATE OF NEXT MEETING

To note that the next meeting of the Working Group will be held on 11 July 2024 at 7.00pm.