



CONSTITUTION WORKING GROUP **Tuesday, 20th September, 2016**

Place: Civic Offices, High Street, Epping

Room: Committee Room 1

Time: 7.00 pm

Democratic Services Officer M. Jenkins Tel: (01992) 564607
Email: democraticservices@eppingforestdc.gov.uk

Members:

Councillors M McEwen (Chairman), M Sartin (Vice-Chairman), D Dorrell, A Mitchell, J Philip, C C Pond, C P Pond, D Stallan, G Waller, H Whitbread and J H Whitehouse

1. APOLOGIES FOR ABSENCE

2. SUBSTITUTE MEMBERS (MINUTE ITEM 39 - 23.7.02)

(Director of Governance) To report the appointment of any substitute members for the meeting.

3. NOTES OF PREVIOUS MEETING (Pages 3 - 8)

To approve the notes of the meeting of the Working Group held on 22 March 2016.

4. TERMS OF REFERENCE AND WORK PROGRAMME (Pages 9 - 12)

To review the Terms of Reference and Work Programme for the Working Group.

5. REVIEW OF PLANNING PROTOCOL (Pages 13 - 234)

(Director of Governance) To consider the attached report and appendices.

6. UPDATE ON NEW CONSTITUTION

The Assistant Director Governance and Performance Management to give an oral report on updates to the Constitution since the last meeting.

7. DATES OF FUTURE MEETINGS

To note that future meetings of the Working Group will be held on Tuesday 21 February 2017 at 7.00p.m. in Committee Room 1.