

**EPPING FOREST DISTRICT COUNCIL
CORPORATE GOVERNANCE GROUP MEETING**

**WEDNESDAY, 21 APRIL 2010
(9.00 - 9.40 AM)**

Present: D Macnab (Deputy Chief Executive), C O'Boyle (Director of Corporate Support Services), R Palmer (Director of Finance and ICT) and I Willett (Assistant to the Chief Executive)

**Apologies for
Absence:** P Haywood (Chief Executive) and B Bassington (Chief Internal Auditor)

Place: Room 1.05, First Floor, Civic Offices, High Street, Epping, Essex

130. MINUTES OF THE PREVIOUS MEETING - 24.3.10

Agreed.

131. MATTERS ARISING

No items for report.

132. DECLARATIONS OF INTEREST

R Palmer declared an interest in item 6 (a) (Case 1/2010) as he was the complainant.

133. TERMS OF REFERENCE

Noted.

134. STANDARDS COMMITTEE

(a) Complaints, Assessments, Reviews and Adjudications

Schedule noted.

Noted in relation to Case 3/2009 that the investigation report had now been submitted to the Monitoring Officer.

Noted that in relation to Case 9/2009 this was now being investigated.

Noted that in relation to Case 10/2009 an investigation report was expected shortly.

Noted that Case 1/2010 was likely to be referred for external investigation.

(b) Nazeing Parish Council – Direction

Draft course programmes from the Essex Association of Local Councils (Review of Standing Orders Procedures and Governance) and from Gooldens (Solicitors) in relation to conflict resolution, mediation/conciliation and code of conduct were noted.

Noted that some elements of the Goolden's proposal would be amended to exclude the review of standing orders etc and to make additional provision for an overview report at the conclusion of the programme.

Noted that the training on the Code of Conduct would give greater emphasis to "respect" issues in the final version.

Noted that there was now a clear indication of the likely cost of implementing the direction which more than justified the additional budget provision made by the Council for 2010/2011.

(c) Standards Committee/Remuneration Panel – Recruitment

Noted that there were four applicants for the one actual and one possible vacancy on the Standards Committee and two for the Remuneration Panel.

Noted that one of the applicants had submitted an application for both Panels but would shortly be meeting I Willett as the same period could not be a member of both Panels.

Agreed that interviews for the Remuneration Panel vacancy be conducted by I Willett, C O'Boyle and R Palmer.

Noted that the interview panel for the Standards Committee vacancies would consist of Councillor P Smith, Councillor C Pond, Councillor P Richardson, Councillor R Morgan and Councillor A Haigh.

Noted that the retired Chairman of the Standards Committee (M Marshall) would also be attending the interviews as observer.

135. PARLIAMENTARY AND DISTRICT COUNCIL ELECTIONS - MAY 2010

CGG received a report from the Returning Officer (I Willett) on the current progress.

136. DATE FOR FUTURE MEETINGS

Next meeting – 19 May 2010 at 9 am in the Chief Executive's Office.

Schedule of forward meetings approved.