

**IN THE MATTER OF LOCAL GOVERNMENT LAW
AND IN THE MATTER OF EPPING FOREST DISTRICT COUNCIL PROPOSED NEW
CONSTITUTION**

**INSTRUCTIONS TO COUNSEL TO ADVISE THE COUNCIL ON ITS PROPOSED
NEW CONSTITUTION**

Counsel receives with these instructions a copy of:

1. Full draft of the new Constitution (To be provided by 1 February 2016)
2. Existing Constitution is here:

<http://rds.eppingforestdc.gov.uk/ieListMeetings.aspx?CId=638&Info=1>

Counsel is instructed by Miss Colleen O'Boyle, Director of Corporate Support Services and Solicitor to the Council of Civic Offices, High Street, Epping, Essex, CM16 4BZ (Reference CSS/FS/MPL/214/1/2842 and CSS/FS/MPL/214/1/2867)

1. A full response to this would be most appreciated by 22 March 2016
2. Queries in relation to this matter should be directed at Simon Hill, Assistant Director of Governance and Performance Management.

Email: shill@eppingforestdc.gov.uk
Tel: 01992 564249
3. If conference is required with Officers of the Council this can also be arranged.
4. The Council's constitution has, over the time since 2000, grown in size to over 600 pages.
5. The Council has decided that a full review of its constitutional arrangements is now due and wishes to make the new version easier to understand and for user to find the relevant provisions.
6. The Council has delegated the matter of a complete review of its Constitution to a Working Group of members that is due to complete its review by way of report to full Council on 26 April 2016.

Counsel is instructed to:

1. Please advise the Council (through its Working Group):
 - (i) Of the appropriateness of its proposed constitution:

(ii) Whether any matters should not have been included in the Constitution and conversely are there matters that must be contained in the document that have been omitted.

(iii) On any material deficiencies on the summation of the new constitution and what amendments need to be made to correct these deficiencies.;

(iv) Are there any errors that need to be corrected.

(vi) Whether the proposed provisions meet the ongoing requirements of the Local Government Act 2000 and subsequent regulations;

(vi) Whether the detailed work on new Contracts Rules (Part 4 Section 5) provides the Council with a lawful set of contracts procedures (Contract Standing Orders) that meet the current EU and UK legislation.

For reference a link to meetings of the Constitution Working Group:

<http://rds.eppingforestdc.gov.uk/ieListMeetings.aspx?CId=743&Year=0>

Predecessor OS Panel here:

<http://rds.eppingforestdc.gov.uk/ieListMeetings.aspx?CId=523&Year=2014>

**IN THE MATTER OF BUILDING
AND CONSTRUCTION LAW
AND IN THE MATTER OF
LIMES FARM COMMUNITY HALL
LIMES FARM CHIGWELL ESSEX**

**INSTRUCTIONS TO COUNSEL TO
ADVISE THE COUNCIL ON ITS NEW
CONS**

Mark Belford The Clerk
DX 301 London
Chancery Lane

Colleen O'Boyle
Solicitor to the Council and
Director of Corporate Support Services
Epping Forest D. C.
Civic Offices
High Street
Epping
Essex CM16 4BZ

Ref: CSS/FS/MPL/214/1/2842 and
CSS/FS/MPL/214/1/2867