

Committee Agenda



**Epping Forest
District Council**

CONSTITUTION WORKING GROUP Thursday, 12th March, 2020

Place: Civic Offices, High Street, Epping
Room: Committee Room 2
Time: 7.00 pm
Democratic Services Officer: V. Messenger Tel: (01992) 564243
Email: democraticservices@eppingforestdc.gov.uk

Members:

Councillors S Jones (Chairman), M Sartin (Vice-Chairman), D Dorrell, S Heap, M McEwen, J Philip, C C Pond, C P Pond, S Rackham, J Share-Bernia and J H Whitehouse

1. APOLOGIES FOR ABSENCE

2. SUBSTITUTE MEMBERS

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

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

To agree the notes of the meeting of the Working Group held on 24 September 2019.

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

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

5. CONSTITUTION - REVISIONS & AMENDMENTS (Pages 13 - 18)

(Monitoring Officer) To note the attached report.

6. DISTRICT DEVELOPMENT MANAGEMENT COMMITTEE - TO ALLOW A DISTRICT MEMBER TO REGISTER TO SPEAK (Pages 19 - 26)

To consider the attached report to review current arrangements for public speaking at District Development Management Committee.

7. DELIVERING INFRASTRUCTURE IN THE DISTRICT: DEVELOPER CONTRIBUTIONS STRATEGY

Service Director (Planning Services) To provide a verbal update.

8. OFFICER EMPLOYMENT PROCEDURE RULES (Pages 27 - 40)

To consider the attached report.

9. AUDIT & GOVERNANCE COMMITTEE - REVISED TERMS OF REFERENCE (Pages 41 - 46)

To consider the revised Terms of Reference attached.

10. RISK MANAGEMENT RESPONSIBILITIES (Pages 47 - 50)

To consider the attached report regarding the transfer of responsibility of the Corporate Risk Register.

11. FINANCIAL REGULATIONS

To consider the report on the review of the current Financial Regulations (report to follow).

12. AUDIT AND GOVERNANCE AND STANDARDS COMMITTEES - REVIEW OF MERGER PROPOSALS (Pages 51 - 64)

(Monitoring Officer) To consider the attached report.

13. OVERVIEW & SCRUTINY COMMITTEES - CO-OPTION OF MEMBERS (Pages 65 - 72)

To review the draft protocol for the co-option of members to overview and scrutiny committees.

14. DATE OF NEXT MEETING

To note that the next meeting of the Working Group will be held on 18 June 2020 at 19.00.