



Epping Forest District Council

CONSTITUTION WORKING GROUP **Thursday 14th November 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 November 2024**
at **7.00 pm** .

Georgina Blakemore
Chief Executive

Democratic Services
Officer:

G Woodhall & M Picking Tel: (01992) 564243
Email: democraticservices@eppingforestdc.gov.uk

Members:

Councillors A Lion (Chairman), J H Whitehouse (Vice-Chairman), R Bassett, C McCann, M Dadd, K Williamson, E Gabbett, H Kauffman and C C Pond

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 11 July 2024.

4. TERMS OF REFERENCE & WORK PROGRAMME

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

5. CONSTITUTION - REVISIONS & AMENDMENTS

(Monitoring Officer) To note that the following revisions or amendments have been made to the Constitution since the previous meeting of the Working Group:

Part 6	Members Allowance Scheme 2024-25	Approved by Council 19-Dec-23 Minute 52 refers.
Part 3 – Scheme of Delegation – Appendix 4 Portfolio Holder Responsibilities	Delegated decision under Local Govt Act 2000	LDR-002-2024/25 + Update to 2 Portfolios requested by Leader via email.
Article 17 – Access to Information	Revisions to incorporate current practices.	Approved by Council 9-Apr-24, minute 84 refers.
Article 10 – Planning Committees, plus Appendix 2 and 3 of the Scheme of Delegation	Abolition of existing Planning Committees and replacement with two new Planning Committees – A & B.	Approved by Council 8-Aug-24, minute 28 refers.

6. CONSTITUTION REVIEW (Pages 6 - 42)

(Monitoring Officer) To consider the attached report on progress to date with the review the Constitution.

7. DATE OF NEXT MEETING

To note that the next meeting of the Working Group will be held on 13 March 2025 at 19.00.