

# Committee Agenda



**Epping Forest  
District Council**

## **CONSTITUTION WORKING GROUP Tuesday, 26th January, 2016**

**Place:** EFDCCommittee Room 1, Civic Offices, High Street, Epping  
**Room:** Committee Room 1  
**Time:** 7.00 pm  
**Democratic Services Officer** M Jenkins democraticservices@eppingforestdc.gov.uk  
(01992 56 4607)

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, S Watson and J H Whitehouse

**MEMBERS ARE REMINDED TO BRING THEIR COPIES OF THE EXISTING CONSTITUTION DOCUMENT WITH THEM TO THE MEETINGS – FURTHER COPIES CAN BE SUPPLIED ON REQUEST.**

- 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. DECLARATIONS OF INTEREST**  
(Director of Governance) To declare interest on any items on the agenda.
- 4. NOTES OF PREVIOUS MEETING (Pages 3 - 6)**  
To approve the notes of the last meeting held on 30 November 2015 (attached).
- 5. TERMS OF REFERENCE AND WORK PROGRAMME (Pages 7 - 10)**
- 6. NEW DRAFT PROCUREMENT RULES (Pages 11 - 72)**  
(Director of Communities) To consider the attached report and appendices.

**7. CONSTITUTION REVIEW - ARTICLE 18 (ACCESS TO INFORMATION) (Pages 73 - 94)**

(Democratic Services Manager) To consider the attached report.

**8. CONSTITUTION REVIEW - ARTICLE 13 (OFFICERS) (Pages 95 - 108)**

(Democratic Services Manager) To consider the attached report.

**9. CONSTITUTION REVIEW - ARTICLE 6 (OVERVIEW & SCRUTINY) (Pages 109 - 112)**

(Democratic Services Manager) To consider the attached report.

**10. CONSTITUTION REVIEW - ARTICLE 2 (MEMBERS) (Pages 113 - 116)**

(Democratic Services Manager) To consider the attached report.

**11. FUTURE MEETINGS**

The next meeting of the Working Group will be held on Tuesday 22 March 2016 at 7.00p.m. in Committee Room 1.