



EPPING FOREST LOCAL COUNCILS' LIAISON COMMITTEE

NOTICE OF MEETING

Place: Council Chamber - Civic Offices **Date:** Thursday 1st February 2024

Room: Council Chamber **Time:** 7.00 pm

Democratic Services Officer:

Tel: (01992) 564243 Email:
democraticservices@eppingforestdc.gov.uk

Members:

District Council Representatives:

Councillors R Bassett, H Kane, J Lea, R Morgan, D Sunger, J H Whitehouse.

Local Council Representatives:

Clerks and Chairmen/Members of Parish and Town Councils

County Council Representatives:

Members for the following divisions:

North Weald and Nazeing:

Councillor C Whitbread

Loughton Central:

Councillor C C Pond

Ongar and Rural:

Councillor J McIvor

Epping and Theydon Bois:

Councillor H Whitbread

Buckhurst Hill and Loughton South:

Councillor M Vance

Chigwell and Loughton Broadway:

Councillor L Scott

Waltham Abbey:

Councillor S Kane

PLEASE NOTE THE START TIME OF THE MEETING

1. WEBCASTING INTRODUCTION

1. This virtual meeting is to be webcast. Members are reminded of the need to unmute before speaking.

2. The Chairman will read the following announcement:

“I would like to remind everyone present that this meeting will be broadcast live to the internet (or filmed) and will be capable of repeated viewing (or another use by such third parties).

Therefore by participating in this virtual meeting, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If members of the public do not wish to have their image captured they should ensure that their video setting throughout the virtual meeting is turned off and set to audio only.

In the event that technical difficulties interrupt the virtual meeting that cannot be overcome, the Chairman may need to adjourn the meeting”.

2. APOLOGIES FOR ABSENCE

EFDC Councillors - Please use the Members Portal webpage to report non-attendance at meetings 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/>

Members, county councillors, and town/parish council representatives are reminded to sign the attendance register, in order to ensure that the minutes of the meeting accurately reflect attendance.

3. MINUTES OF PREVIOUS MEETING (Pages 4 - 9)

To confirm the minutes of the meeting of the Committee held on 21 September 2023 and any matters arising therefrom.

4. CHAIRMAN OF QUALIS

The Local Councils would like to invite the Chairman of the Qualis Group to attend the meeting and provide an update on the Qualis organisation, how it supports the functions of EFDC, his role and responsibilities, and how he will improve openness and transparency for the council tax paying residents in the district.

5. ISSUES RAISED BY LOCAL COUNCILS

To discuss the following matters raised by the local councils:

a) Review of Terms of Reference

A review of the Committee's Terms of Reference has been requested by the Local Councils. Any suggested revisions will be submitted to the Council's Constitution Working Group for review, prior to being submitted to the Council for adoption.

b) Section 106 legal agreement funding

Is there any guidance / training available for local Councils on how the process for s.106 funds work. The Local Councils are concerned that they

are missing opportunities to apply for or access these funds, which could be used to improve the facilities in their areas.

6. DATES OF FUTURE MEETINGS

To note that the next meeting of the Committee will be held on 26 September 2024 at 7pm.