

Supplementary Committee Agenda



Constitution and Members Services Scrutiny Standing Panel Monday, 8th September, 2008

Place: Committee Room 1

Time: 7.30 pm

Committee Secretary: I Willett - The Office of the Chief Executive
Tel: 01992 564243 Email: iwillett@eppingforestdc.gov.uk

5. TERMS OF REFERENCE / WORK PROGRAMME (Pages 3 - 6)

Terms of Reference and Work Programme attached.

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Agenda Item 5

TERMS OF REFERENCE - STANDING PANEL

Title: Constitutional Affairs

Status: Standing Panel

Terms of Reference:

To undertake reviews of constitutional, civic, electoral and governance matters and services for members on behalf of the Overview and Scrutiny Committee.

To report to the Overview and Scrutiny Committee, the Council and the Cabinet with recommendations on matters allocated to the Panel as appropriate.

Chairman: Cllr Mrs M McEwen

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Constitution and Member Services Standing Panel			
Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Review of May 2008 Elections	30 June 2008	Completed – OSC Committee 28.8.08	As indicated.
(2) Response to Government Consultation Document on the date for Local Elections in 2009.	30 June 2008	Completed – OSC Committee 28.8.08	
(3) Review of Contract Standing Orders – Engagement of Consultants	8 September 2008		
(4) Review of Civic Ceremonial Functions Scoping Report	8 September 2008		
(5) Government Consultation Document on Weekend Voting	8 September 2008		
(6) Government White Paper on Empowerment (NEW)			
(7) Review of Constitution – Local government etc Act 2007	3 November 2008		
(a) the Cabinet			
(b) Overview & Scrutiny	To be determined	Relevant sections of the Act are not yet in force	
(8) Review of Civic Ceremonial Functions – Full Report	3 November 2008		

Constitution and Member Services Standing Panel			
Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(9) Member Training Review	12 January 2009		
(10) Annual Review of Financial Regulations and Officer Delegation	12 January 2009		
(11) Annual Review of Contract Standing Orders	6 April 2009		