



Epping Forest District Council

CONSTITUTION WORKING GROUP **Thursday 18th January 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 18th January 2024 at 7.00 pm

Georgina Blakemore
Chief Executive

Democratic Services Officer: G Woodhall Tel: (01992) 564243
Email: democraticservices@eppingforestdc.gov.uk

Members: Councillors A Lion (Chairman), J H Whitehouse (Vice-Chairman), R Bassett, P Bhanot, S Heap, H Kauffman, J McIvor, J Philip and C C Pond

PLEASE NOTE THAT THIS MEETING IS OPEN TO ALL MEMBERS TO ATTEND

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 28 September 2023.

4. TERMS OF REFERENCE & WORK PROGRAMME (Pages 6 - 8)

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

5. CONSTITUTION - REVISIONS & AMENDMENTS (Page 9)

(Monitoring Officer) To note the report outlining the Constitution updates for January 2024.

6. CONSTITUTION REVIEW UPDATE (Pages 10 - 11)

(Monitoring Officer) To consider the attached report summarising progress to date with the Constitution Review project.

7. DATE OF NEXT MEETING

To note that the next meeting of the Working Group will be held on 14 March 2024 at 7.00pm.