



Epping Forest District Council

CONSTITUTION WORKING GROUP **Thursday 11th July 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 11th July 2024 at 7.00 pm**

Georgina Blakemore
Chief Executive

Democratic Services Officer: 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

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

1. APOLOGIES FOR ABSENCE

(Team Manager – Democratic Services) 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

(Team Manager – Democratic Services) To report the appointment of any substitute members for the meeting.

3. NOTES OF PREVIOUS MEETING (Pages 3 - 5)

(Team Manager – Democratic Services) To agree the notes of the meeting of the Working Group held on 14 March 2024.

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

(Monitoring Officer) 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

(Team Manager – Democratic Services) To note that the only outstanding amendments is to update the Portfolio Holder responsibilities for 2024/25 following the recent Leader decision, and to implement the changes to Article 17 recommended by the Working Group at its last meeting and agreed at Council on 9 April 2024.

6. PAS REVIEW - RESTRUCTURE OF PLANNING COMMITTEES (Pages 9 - 72)

(Service Manager – Planning Services) To consider the attached report on recommended changes to the Constitution for the Council's Planning function, following the review by the Planning Advisory Service.

7. CONSTITUTION REVIEW - SCHEME OF DELEGATIONS (Pages 73 - 99)

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

8. DATE OF NEXT MEETING

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