



Committee Agenda

CONSTITUTION WORKING GROUP Thursday 13th March 2025

You are invited to attend the next meeting of **Constitution Working Group**, which will be held:

on **Thursday 13th March 2025**
at **7.00 pm** .

Andrew Small
Chief Executive

**Democratic Services
Officer:**

M Picking Tel: (01992) 564000
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

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 - 4)

To agree the notes of the Working Group held on 14 November 2024

4. TERMS OF REFERENCE & WORK PROGRAMME

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 (Pages 5 - 8)

(Monitoring Officer) To consider the recommendations on the attached report.

6. DATE OF NEXT MEETING

To note that the next meeting of the Working Group will be held on 10 July 2025 at 19:00.