



Epping Forest District Council

APPOINTMENTS PANEL Tuesday, 17th May, 2011

Place: Committee Room 2, Civic Offices, High Street, Epping

Time: 7.00 pm

Democratic Services Officer Simon Hill Tel: 01992 564249
Democraticservices@eppingforestdc.gov.uk

Members:

Councillors K Angold-Stephens, D Jacobs, J Philip, Mrs C Pond, Mrs L Wagland and J M Whitehouse

1. CHAIRMAN

To elect a Chairman for the meeting.

2. APOLOGIES FOR ABSENCE

3. TERMS OF REFERENCE (Pages 5 - 6)

To note the Terms of Reference (as attached).

4. GROUP LEADERS, DEPUTY GROUP LEADERS AND GROUPS 2011/12

(a) Group Leaders and Deputies

To receive the appointments from groups.

(b) Constitution of Political Groups

To receive the position regarding submission of completed forms.

5. CHAIRMAN AND VICE-CHAIRMAN OF COUNCIL 2011/12 (Pages 7 - 8)

The nominations process approved at the Council meeting in April 2007 provides:

(a) Chairman of the Council

The councillor nominated and appointed by the Council as Vice-Chairman of the Council shall normally become the Chairman of the following Council year (assuming

he/she is still a member of the Council).

(b) Vice-Chairman of the Council

Nominees for Vice-Chairman shall submit a nomination form signed by not less than 12 District Councillors drawn from at least two political groups. Nominees may be drawn from any political group or any independent member serving on the Council. The process of agreeing a nomination shall be co-ordinated by the Leader of the Council in consultation with the Leaders of all political groups and independent members.

One nomination has been received and is attached.

6. POLITICAL GROUP ALLOCATIONS (Pages 9 - 24)

To note Counsel's advice and procedural note on Pro Rata and allocations schedule.

The pro rata allocations sheet is also attached – (Amended to show additional appointments)

7. LEADER AND CABINET (Pages 25 - 26)

To report on the current position:

- (a) Cabinet Appointments;
- (b) Cabinet Portfolios and responsibilities
- (c) Cabinet Subcommittees and Appointments

Received information attached.

8. COMMITTEES ETC - NOMINATIONS (Pages 27 - 40)

(a) Nominations

To discuss and agree nominations to Committees, Sub-Committees and Panels.

(b) Area Plans Sub-Committee South

To receive a report on the current position regarding members who wish to opt in to this Sub-Committee under the arrangements approved by the Council on 20 February 2007.

(c) Additional Committee Appointments

To receive further nominations to those Committees missed off the original schedule for the following Committees:

- Standards Committee
- Committee for the Appointment of the Chief Executive
- Electoral and Community Governance Review

(d) Overview and Scrutiny

Nominations to the Overview and Scrutiny Standing and Task and Finish Panels are not required for the Annual Council Meeting. Nominations will be considered at the Overview and Scrutiny Committee meeting in June 2011. Received nominations are attached.

9. REPRESENTATIVES ON OUTSIDE ORGANISATIONS (Pages 41 - 48)

Appointments to the Outside Organisations carrying out

- (i) Executive Functions; and
- (ii) Non Executive functions

are attached – those where members agreement is required are shown as bold.

10. COUNCIL MEETING - SEATING PLAN 2011/12 (Pages 49 - 50)

To consider a draft Council seating plan.

11. ANY OTHER BUSINESS