

Select Committee Agenda



Constitution Working Group Tuesday, 22nd September, 2015

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

**Committee Room 1, Civic Offices, High Street, Epping
on Tuesday, 22nd September, 2015
at 7.00 pm .**

**Glen Chipp
Chief Executive**

**Democratic Services
Officer**

M Jenkins (01992 56 4607)
mjenkins@eppingforestdc.gov.uk

Members:

Councillors M McEwen (Chairman), M Sartin (Vice-Chairman), D Dorrell, A Mitchell MBE, J Philip, C C Pond, C P Pond, D Stallan, G Waller, S Watson and J H Whitehouse

SUBSTITUTE NOMINATION DEADLINE:

18:00

1. APOLOGIES FOR ABSENCE

2. SUBSTITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)

(Director of Governance) To report the appointment of any substitute members for the meeting.

3. DECLARATIONS OF INTEREST

(Director of Governance) To declare interests on any items on the agenda.

4. NOTES OF THE LAST WORKING GROUP MEETING (Pages 3 - 6)

To approve the notes of the last meeting held on 30 June 2015 (attached)

5. TERMS OF REFERENCE AND WORK PROGRAMME (Pages 7 - 10)

(Director of Governance) To note the Terms of Reference and consider the Work Programme.(attached)

6. CONSTITUTION REVIEW - ARTICLE 6 (OVERVIEW & SCRUTINY) AND OVERVIEW & SCRUTINY PROCEDURE RULES (Pages 11 - 34)

(Democratic Services Manager) To consider the attached report in respect of the review of those sections of the current Constitution relating to the operation of the Council's overview and scrutiny responsibilities.

7. CONSTITUTION REVIEW - DEALING WITH CODES AND PROTOCOLS (Pages 35 - 38)

To consider the attached report.

8. UPDATE ON PROGRESS

To note progress since the last meeting in relation to:

- (a) Re-drafting of sections from previous meetings
- (b) Executive procedure Rules and Article
- (c) Contract Standing Orders
- (d) Audit and Governance - Article
- (e) Standards Code of Conduct
- (f) Officer Employment Procedure Rules

9. FUTURE MEETINGS

The next scheduled meeting of the Working Group will be held on **24 November 2015 at 7.00p.m. in Committee Room 1** and thereafter on the following Tuesdays at the same time and same venue:

1. 26 January 2016; and
2. 22 March.