

# **Report to Constitution Working Group**

**Date of meeting: 5 October 2021**



**Epping Forest  
District Council**

**Subject: Constitution – Review of Article 4, The Full Council Terms of Reference sub-paragraph 1 (c)**

**Officer contact for further information: N Boateng (01992 564323)**

**Democratic Services Officer: V. Messenger (01992 564243)**

---

## **Recommendations/Decisions Required:**

**To review the list of plans and strategies listed at sub paragraph 1 (c) of Article 4 of the Constitution and determine whether they are still required or whether they need to be updated.**

## **Report:**

1. Article 4 of the Council's Constitution deals with the Full Council. Section 1 is the Terms of Reference for Full Council, section 2 deals with the three types of Full Council meetings that are held, and section 3 deals with its responsibility for delegating those functions that are not the responsibility of the Executive. (See attached as Appendix 2).
2. Section 1 (c) of the Council's Terms of Reference details those plans and strategies which are the prerogative of Full Council to adopt. During the Member training session on "How the Council Works" held on 14 May 2021, some of the delegates queried as to whether this list was up to date within the Constitution. Consequently, it was felt by Officers that this list should be reviewed by the Constitution Working Group to ensure that all of the plans and strategies listed are still relevant for the adoption by the Full Council.
3. The table in Appendix 1 lists these plans and strategies, the date they were last agreed by Full Council, and the length of time that each plan and strategy was due to run for. On the basis of this information, the Working Group is requested to consider whether any changes are required to this list of plans and strategies.

## **Resource Implications:**

The recommendations of this report seek to ensure that the Council's Constitution remains fit for purpose.

## **Legal and Governance Implications:**

The Council's Constitution sets out procedures and rules for the operation of its functions and responsibilities.

## **Safer, Cleaner, Greener Implications:**

There are no implications arising from the recommendations of this report in respect of the Council's commitment to the Climate Local Agreement, the corporate Safer, Cleaner, Greener initiative, or any crime and disorder issues within the district.

**Consultation Undertaken:**

The matters subject of recent revisions to the Constitution have been agreed by the Council.

**Background Papers:**

None

**Risk Management:**

The Council's Constitution sets out procedures and rules for the operation of its functions and responsibilities.

**Equality:**

There are no equality implications arising from the recommendations of this report.