

Report to Constitution Working Group

Date of meeting: 30 June 2022



**Epping Forest
District Council**

Subject: Constitution Updates

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Recommendations/Decisions Required:

(1) That the Working Group note the Constitution Updates of 26 April 2022.

Report:

1. Following approval by Council on 5 April 2022, the latest Constitution Update of 26 April 2022 included the following amendments to:
 - Article 4 – The Full Council Terms of Reference, sub-paragraph 1(c), regarding the Adoption of the following:
 - ❖ Anti-Fraud and Corruption Strategy
 - ❖ Capital Strategy
 - ❖ Corporate Plan
 - ❖ Epping Forest Community Safety Partnership Plan
 - ❖ Local Plan and plans and strategies which comprise the Plan
 - ❖ 30-year Housing Revenue Business Plan
 - ❖ Other plans which it decides, as a matter of local choice, should be the responsibility of the Council to adopt or are otherwise required by statute.
 - Part 6 – Members' Allowances Scheme 2022/23
2. Following approval by the Monitoring Officer, the following minor amendments were also included in the same Constitution Update:
 - Part 3 Scheme of Delegation, Appendix 3, Delegation to Officers from Full Council – minor amendment to : (A) To determine, (3c): “An objection from a Local Council, material to the planning merits of the proposal is received and confirming in writing their intention to attend and speak at the meeting where the proposal will be considered. Should the relevant Local Council fail to register to speak, or attend following registration, the application be referred (without any consideration of the merits of the development proposal) to the Service Director (Planning Services) for determination in accordance with Rule P2 (2) (Planning Applications) set out in Part 4 of the Constitution”; and
 - Part 4 – Council Procedure Rules, Rule R2: “Signing of Attendance Registers by members: A record of all members present during the whole or part of a meeting will be taken by the Democratic Services Officer. If available, members should sign their names on the attendance sheets before the conclusion of every meeting to assist with the record of attendance. Members attending virtually will have their names recorded by the Democratic Services Officer”.

3. Members were advised of this Constitution Update in Bulletin issue for 17 June 2022.
4. The latest Constitution Update can be viewed on the Council's website at the link below:
<https://rds.eppingforestdc.gov.uk/ieListDocuments.aspx?CId=638&MId=11309&Ver=4&Info=1>

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 proposed revisions to the Officer Employment Procedure Rules have been subject to consultation with the Monitoring Officer.

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.