

# ***Report to Constitution Working Group***

***Date of meeting: 28 September 2023***

**Subject: Constitution Update of 22 September 2023**

**Responsible Officer:** N Boateng (01992) 564323

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**Epping Forest  
District Council**

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## **Recommendations/Decisions Required:**

**(1) That the Working Group note the Constitution Updates of 18 April 2023 and 22 September 2023.**

## **Report:**

### Constitution Update of 18 April 2023

- Article 6 – Overview and Scrutiny, following approval of the changes proposed at the meeting of the Council on 4 April 2023.
- Article 11 – Audit and Governance Committee, following approval of the changes proposed at the meeting of the Council held on 4 April 2023.
- Article 17 – Access to Information, minor amendments.
- Part 3, Scheme of Delegation, Appendix 2 – Delegation of Council Functions to other Committees, minor amendments.
- Part 6 – Member Allowance Scheme, the agreed scheme for 2023/24.

### Constitution Update of 22 September 2023

- Part 1 – Summary and Explanation, minor revisions to incorrect references.
- Part 3, Scheme of Delegation, Appendix 4 – Portfolio Holder Responsibilities, as agreed by the Leader of the Council (LDR-001-2023/24 refers).

## **Resource Implications:**

This report seeks 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:**

N/A.

## **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.