

**EPPING FOREST DISTRICT COUNCIL
CORPORATE GOVERNANCE GROUP MEETING**

**WEDNESDAY, 4 OCTOBER 2006
(9.00 - 10.40 AM)**

Present: P Haywood (Joint Chief Executive) (Chairman) J Scott (Joint Chief Executive), J Akerman (Chief Internal Auditor), C O'Boyle (Head of Legal, Administration and Estates) and I Willett (Head of Research and Democratic Services)

**Apologies for
Absence:** R Palmer (Head of Finance)

Place: P Haywood's Office, Civic Offices, Epping

62. MINUTES OF THE PREVIOUS MEETING (6.9.06)

Agreed.

63. MATTERS ARISING

(a) Audit and Governance Committee (Minute 53)

Noted that the proposals for the Audit and Governance Committee had been agreed in principle by the Finance and Performance Management Cabinet Committee and would next be considered by the Constitutional Affairs Standing Scrutiny Panel.

(b) Annual Reviews of Financial Regulations, Contract Standing Orders and Delegated Authorities (Minute 55)

Noted that the first meeting of the Officer Working Party had been held.

(c) Planning Protocol (Minute 57)

Noted that a report had been prepared for the next Standards Committee regarding alterations to the Planning Protocol in relation to planning applications from Councillors.

Noted that a report for the District Development Control Committee regarding delegated authorities in similar cases had also been prepared.

(d) Officers' Code of Conduct

Noted that T Tidey was preparing advice for staff on the new Code of Conduct and the completion of the Registration of Interests forms.

Noted that J Akerman will be discussing with T Tidey the position where existing Registrations of Interests had already been put in place by services.

ACTION:

J Akerman to discuss with T Tidey.

(e) Essex Mental Health Trust

Noted that Mrs S Jackman had been appointed to a seat on the Trust and that no recommendation from this Council had been forthcoming.

Noted that the Chairman of the Essex Chief Executive's Group was writing to the Trust regarding the nomination arrangements.

(f) Electronic Electoral Pilot

Noted that confirmation of a capital grant in respect of abortive costs had been confirmed by the Department for Constitutional Affairs.

64. SPRINGFIELDS, WALTHAM ABBEY - IMPROVEMENT/REPAIR PROJECT – EXEMPT ITEM

Restricted under exempt information paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended.

65. DATES FOR FUTURE MEETINGS

Noted that the next meeting will be held on 25 October 2006 at 9.00 a.m.

Agreed that dates for 2007 be as follows:

21 February 2007
18 April 2007
20 June 2007
22 August 2007
24 October 2007
19 December 2007

All meetings to be held at 9.00 a.m. prior to Management Board on those dates.