

Committee(s)	Dated:
Epping Forest and Commons Committee	9th May 2022
Subject: 2022/23 Committee Appointments	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	N/A
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of: Town Clerk	For Decision
Report author: Richard Holt, Town Clerk's Department	

Summary

The Committee is asked to consider its appointments for the next twelve months. Provision for appointing a Member to serve as an observer on the Open Spaces & City Gardens Committee is also to be considered. It is expected that this appointment would encompass the strategic Open Spaces capacity of that Committee. It was agreed in the Governance Review that local consultative bodies be removed from formal centrally-administered structures. It is also proposed that the terms of reference for the consultative bodies be adjusted accordingly.

Recommendations

It is **recommended** that:-

- Consideration be given to the appointment and composition of the following Consultative Committees and Groups:
 - **Ashtead Commons Consultative Group;**
 - **Burnham Beeches and Stoke Common Consultative Group;**
 - **West Wickham, Spring Park and Coulsdon Commons Consultative Group;**
 - **Epping Forest Consultative Committee.**
- Consideration be given to the appointment of a representative to the **Open**

Spaces & City Gardens Committee for the ensuing year as a local observer for this Committee.

3. That the relevant terms of reference for the consultative bodies be updated to reflect that they will be supported locally by the Environment Department and that the job titles listed be updated.

Main Report

Background

The Committee makes a number of appointments to Consultative Committees and Groups that fall within its remit. Although these are reviewed annually it is within the gift of the Committee to set up groups and working parties as required based on the management of projects being undertaken during the year. The Committee are also asked to review terms of reference for the Consultative Committees and Groups.

Options

That consideration be given to making the various appointments detailed in the report, from amongst the Committee membership. Consideration would then be given to filling any subsequent vacancies from the Court of Common Council.

- The Committee are asked to appoint **the Chairman, Deputy Chairman and two** representatives onto the Ashted Common Consultative Group.
- The Committee are asked to appoint **the Chairman, Deputy Chairman and two** representatives onto Burnham Beeches and Stoke Common Consultative Group.
- The Committee are asked to appoint **the Chairman, Deputy Chairman and two** representatives onto the West Wickham, Spring Park and Coulsdon Commons Consultative Group.
- The Committee are asked to appoint the **Chairman, Deputy Chairman and two** representatives, along with all four Verderers onto the Epping Forest Consultative Committee.
- The Committee are asked to appoint **one** representative onto the Open Spaces and City Gardens Committee.

It was agreed in the Governance Review that local consultative bodies be removed from formal centrally-administered structures and granted greater autonomy to be run locally.

In addition, it is proposed that the terms of reference for the consultative bodies detailed in this report replace references to the Town Clerk with local officers to

reflect the decision for these bodies to be supported locally to allow suitable freedom to better reflect their role as consultative rather than decision making bodies. Also, that the terms of reference are updated to accurately reflect correct job titles where they have changed.

Implications

There are no financial, legal or risk implications.

Conclusion

That consideration be made to making appointments to the various Consultative Committees and groups detailed in the report. Also that the terms of reference be updated as suggested to reflect current administration responsibilities and correct job titles.

Appendices

- Appendix 1 Epping Forest Consultative Committee Terms of Reference
- Appendix 2 Ashted Common Consultative Committee Terms of Reference
- Appendix 3 Coulsdon Commons, West Wickham & Spring Park Consultative Group Terms of Reference
- Appendix 4 Burnham Beeches and Stoke Common Consultative Group Terms of Reference

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