

<b>Committee(s)</b>	<b>Dated:</b>
Epping Forest and Commons Committee	22 <sup>nd</sup> May 2024
<b>Subject:</b> 2023/24 Committee Appointments	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	<b>N/A</b>
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>No</b>
<b>If so, how much?</b>	<b>N/A</b>
<b>What is the source of Funding?</b>	<b>N/A</b>
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	<b>N/A</b>
<b>Report of:</b> Town Clerk	<b>For Decision</b>
<b>Report author:</b> Blair Stringman, Town Clerk's Department	

### **Summary**

This report sets out the terms of reference and composition of the Epping Forest and Commons Committee, consultative committees, and groups. Members are asked to consider those terms of reference composition(s) and continue the appointments made last year, thereafter, following the scheduled Epping Forest and Commons Committee away day, consider its appointments for the next twelve months at its next meeting in July.

### **Recommendations**

It is **recommended** that:-

1. Members endorse the continuation of the appointment and composition of the following Consultative Committees and Groups made last year. Thereafter reappoint, following the Epping Forest and Commons Committee away day for its next committee meeting.
  - **Ashted Commons Consultative Group;**
  - **Burnham Beeches and Stoke Common Consultative Group;**
  - **West Wickham, Spring Park and Coulsdon Commons Consultative Group;**
  - **Epping Forest Consultative Group;**
  - **Deer Management Oversight Group; and the**
  
2. Members endorse the continuation of the appointment of the representative to the **Natural Environment Board**. Thereafter reappoint, following the Epping Forest and Commons away day for its next committee meeting as a local observer for this Committee.

## **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.

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

As agreed last year, the terms of reference for the consultative bodies detailed in this report should 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, the terms of reference should be 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 endorsing appointments to the various Consultative Committees and groups last year and reappoint following the Epping Forest and Commons Committee away day. 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 Group 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
- Appendix 5 Deer Management Oversight Group Terms of Reference

### **Blair Stringman**

Town Clerk's Department  
City of London Corporation

E: [blair.stringman@cityoflondon.gov.uk](mailto:blair.stringman@cityoflondon.gov.uk)