

Committee(s)	Dated:
Epping Forest and Commons Committee	18 th July 2024
Subject: 2024/25 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: Callum Southern, Town Clerk's Department	

Summary

At a recent informal Away Day of your Committee, it was agreed that nominations to the various consultative groups associated with the Epping Forest & Commons Committee would be aligned with specific lead roles, based on skill sets. This work is still underway.

This report seeks approval for delegated authority to the Town Clerk, in consultation with all Committee members, to consider and approve recommended appointments to the various consultative Groups associated with the Epping Forest & Commons Committee.

Recommendations

It is **recommended** that:-

1. Members grant delegated authority to the Town Clerk, in consultation with the Epping Forest & Commons Committee, to consider and approve the appointments to the following consultative groups, following recommendations by the Natural Environment Director (based on the existing skills audit):
 - Epping Forest Consultative Group;
 - Ashted Common Consultative Group;
 - Coulsdon Commons, West Wickham & Spring Park Consultative Group;
 - Burnham Beeches and Stoke Common Consultative Group; and
 - Deer Management Oversight Group.
2. In facilitating the above, Members instruct the Town Clerk to seek expressions of interest in the roles.
3. Note the corresponding Terms of Reference set out in appendices 1-5, including updates that reflect administrative changes.

Main Report

Background

1. The Committee makes a number of appointments to Consultative Groups that fall within its remit. This exercise was undertaken at your May meeting, at which your Committee agreed to roll-over existing appointments until it was able to consider the approach at its subsequent Away Day.
2. At the informal Away Day, it was suggested that there would be merit to making appointments more strategically, based on both interest *and* skills. Consequently, it was requested that officers go away and make recommendations on how best to strategically place individuals on the various Groups.
3. This work is still ongoing and consequently, a delegated authority is sought in order to allow for appointments to be made ahead of your next meeting. It is proposed that all members of the Committee are consulted (rather than just the Chairman and Deputy Chairman).
4. 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.
5. As agreed last year, the terms of reference for the consultative bodies detailed in this report have replaced 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

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