

Constitution Review Working Group

1. AIMS AND OBJECTIVES

To review the Council's Constitution on an annual basis and to make recommendations to Council to ensure the lawful and effective transaction of Council business.

2. CONSTITUTION AND POWERS

- (i) The Group shall comprise of Group Leaders.
- (ii) The Group shall, at its first meeting, appoint a Chair and Vice-Chair.
- (iii) The quorum of the Group shall be three Members.
- (iv) Substitution arrangements will not apply.

3. FREQUENCY OF MEETINGS

The Group will meet at least annually but more frequently if required.

4. TERMS OF REFERENCE

- (1) To keep under review the effectiveness of the governance arrangements of the Council, including monitoring the impact of any changes made by Council.
- (2) To consider specific issues referred to the Working Group by Officers and Members.
- (3) To ensure that the Constitution sets out the required legal and governance provisions to ensure that the Council has, in conjunction with measures for which other Committees and statutory Officers are responsible, a clear framework for the lawful and effective transaction of the Council's business.
- (4) To ensure that the aims, principles, and content of the Constitution are clear and concise.
- (5) To ensure that the strategic and operational requirements of the Council are facilitated by the Constitution.

4. DELEGATED POWERS

All issues that require a decision will be reported to Council.