

Constitution Review Working Group

Draft Terms of Reference – June 2021

The Constitution Review Working Group will perform the following functions:-

- Review the content of the Council's constitution.
- Identify amendments that could be made to the Council's constitution that would enhance Council business.
- Consider proposals from Members to make changes to the Council's constitution.
- Consider proposals from Officers to make changes to the Council's constitution.
- Make recommendations to Council regarding potential changes to the Council's constitution.

Membership and Role of the Working Group

1. The Working Group shall comprise 9 elected Members of the Council to be nominated by Group Leaders.
2. The membership of the Working Group will reflect, though will not form part of the Council's political balance.
3. The Constitution Review Working Group is an informal group.
4. Due to the importance of the constitution to all Council business, it is suggested that the Working Group should be chaired by the Leader of the Council.
5. Due to the relevance to his/her portfolio, it is suggested that the relevant lead Portfolio Holder for governance should also be a member appointed to the Working Group.

Rules of Operation

1. The Working Group is able to receive information from officers and to discuss proposed changes to the Council's constitution.
2. The Working Group has no power to make decisions. However, it can make recommendations which would be considered by Council.
3. Meetings shall be held in private.
4. For the purposes of accuracy and transparency notes and actions shall be taken of the matters considered.
5. Members are reminded that the rules set out in the Code of Conduct with regard to making declarations of interest will apply to the Working Group.