

CONSTITUTION FOCUS GROUP

TERMS OF REFERENCE

To undertake the following:

- ongoing review work on the constitution as and when required;
- producing user friendly summaries of the relevant parts of the constitution for use by members of the public and members of the Council and

specifically to review the constitution in light of any changes in the legislation

- To consider the views of (as appropriate):
 - elected and co-opted members of the Council
 - officers
 - decision making bodies of the Council
 - town, parish and city councils and
 - members of the public

ascertained through questionnaire responses and appropriate methods of communication and make appropriate recommendations

- To offer a councillor perspective on and accordingly to influence key issues within the constitution.
- To advise the Standards Committee of final recommendations on any changes to the constitution for consideration and onward recommendation to Council.

Membership

- (i) a member from each political group on the Council nominated by group leaders;

Conservative:

Liberal Democrat:

Independent:

Labour:

- (ii) a member of the Overview and Scrutiny Management Committee;
- (iii) a member of the Audit Committee;
- (iv) two co-opted non-voting members of the Standards Committee (one of which to be a town/parish representative);

(v) the Chairman of the Standards Committee

and

(vi) that appropriate Councillors and Officers are invited to attend as and when requested by the Focus Group or its Chairman to assist it in its work.

Chairmanship

A chairman will be selected by the Focus Group from among its membership