

Agenda Item No.4

Constitution Advisory Group

Draft Terms of Reference

1. To monitor and review the operation of the Council's constitution:-
 - (a) to ensure that it assists in the delivery of efficient, transparent and accountable decision making;
 - (b) to ensure that the aims and purposes of the constitution, as set out in paragraph 1.3 of Part A2, are given full effect;
 - (c) to address any deficiencies or problems which are experienced during practical operation of the constitution; and
 - (d) to respond to any new statutory requirements placed upon the Council.
2. To consider proposals from members or officers to vary or amend the Constitution.
3. Save as provided in 4 below, to make recommendations to the Council in respect of any proposed amendments to the constitution.
4. To be consulted by the Monitoring Officer upon any amendments which she is authorised to make to the constitution (ie: urgent amendments, amendments to give effect to any decision of the Council or changes in the law, and minor amendments such as to correct errors or to ensure that the constitution is up to date).