

# **Terms of Reference**

## **West Suffolk Constitution Review Group**

### **Purpose and remit**

The Constitution Review Review Group has been established by Council to review the Constitution and ensure that it remains fit for purpose. It will undertake this role by:

- a. Responding to requests to review certain areas of the Constitution
- b. Considering changes proposed by Members, Officers and Committees
- c. Period reviews of the whole Constitution
- d. Recommending proposed changes to Council for approval.

### **Membership and meeting arrangements**

The Constitution Review Group will comprise up to seven Members, and will respect the political balance of the Council. Members will be appointed based on the nomination of group leaders. The quorum for the Constitution Review Group shall be three.

The Chair and Vice-Chair shall be appointed by the Constitution Review Group from amongst its membership.

Voting shall be by a show of hands and a simple majority.

The Constitution Review Group shall meet as and when required to do so.