

# **POLICY DEVELOPMENT GROUP**

## **REMIT**

### **CONSTITUTION:**

- A Chairman who shall be a sitting member of Chief Pleas shall serve for a term not exceeding one year.
- All members who shall be sitting members of Chief Pleas.
- A quorum shall consist of 50% of the sitting members, plus one, rounded down.
- The Senior Administrator shall be a member *ex-officio*.
- Other officials of Chief Pleas and others identified as Expert Volunteers may be invited to attend.

### **REMIT:**

- (a) To identify areas for policy development and implementation on behalf of Chief Pleas.
- (b) To prioritise according to need policies to be developed and implemented on behalf of Chief Pleas.
- (c) To appoint Policy Development Teams to conduct policy development work on behalf of Chief Pleas.
- (d) To consider, when appropriate, any matter not related to the business of the day.
- (e) All meetings are conducted under the Chatham House Rule with all agreements recorded.
- (f) The Chairman to be the point of contact for any relevant matter that falls outside the mandate of any existing committee.

### **MEMBERSHIP:**

All elected Members of Chief Pleas  
Senior Administrator *ex officio*

26<sup>th</sup> April 2017