

POLICY DEVELOPMENT GROUP

REMIT

CONSTITUTION:

- A Chairperson who shall be a sitting member of Chief Pleas and shall be elected at the first meeting of the PDG after a General Election to serve for a term not exceeding two years with the opportunity for re-election.
- A Deputy Chairperson who shall be a sitting member of Chief Pleas shall be elected at the first meeting of the PDG after a General Election to serve for a term not exceeding two years with the opportunity for re-election.
- All sitting members of Chief Pleas shall be members of the Policy Development Group.
- A quorum shall consist of 50% of the sitting members, plus one rounded down.
- Remote attendance is permitted and shall be subject to identity verification by mechanisms to be approved at each meeting and any policy approved.
- Remote voting is permitted and shall be subject to identity verification by mechanisms to be approved at each meeting and any policy approved.
- The Senior Executive Officer (SEO) and the Senior Operating Officer (SOO) shall be members *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 informal PDG Working Groups operating within PDG with a specific brief clearly defined remit and timeframe, serving as a preliminary step before the formation of Special Committees.
- d) To relay information cross-committee.
- e) To review forthcoming legislation as the Policy Development Group may see fit including but not limited to Bailiwick and UK legislation to be brought before Chief Pleas.
- f) To consider, when appropriate, any matter not related to the business of the day.
- g) All meetings are conducted under the Chatham House Rule with all agreements recorded.
- h) The Policy Development Group will vote to determine decisions to be published on the government website by majority vote, with consideration for confidentiality and sensitivity.
- i) The Chairman to be the point of contact for any relevant matter that falls outside the mandate of any existing committee.