

Article 14 - Review and Revision of the Constitution

14.01 Duty to monitor and review the Constitution

The Council's Monitoring Officer will monitor and review the operation of the Constitution to ensure that its aims and principles are given full effect.

Protocol for monitoring and review of the Constitution by the Monitoring Officer

A key role for the Monitoring Officer is to be aware of the strengths and weaknesses of the Constitution adopted by the Council, and to make recommendations for ways in which it could be amended in order to better achieve the purposes set out in [Article 1](#).

In undertaking this task, the Monitoring Officer may:

1. observe meetings of different parts of the member and officer structure;
2. undertake an audit trail of a sample of decisions;
3. record and analyse issues raised with him/her by members, officers, the public and other relevant stakeholders;
4. compare practices in this authority with those in other comparable authorities, or national examples of best practice;
5. consult all Councillors on their views;
6. bring suggestions and recommendations to the Cabinet or relevant Scrutiny Committee for discussion and debate.

14.02 Changes to the Constitution

- (a) **Approval.** Changes to the Constitution will only be approved by the full Council after consideration of the proposal at its Annual or another Council meeting.

However, the Monitoring Officer in consultation with the Leader, Chief Whip and Opposition Whip may make the following changes from time to time:

- (i) to Part Three (Responsibility for Functions) as may be necessary to reflect any decision made by a person or body with the authority to delegate or sub-delegate powers to exercise executive or non-executive functions;
- (ii) to Article 11.01 and Part 7 (Management Structure) as may be necessary to reflect any changes made in the allocation of functions to officers;

- (iii) such changes as may be necessary to comply with or give effect to any legislative requirements;
- (iv) such other changes of an editorial nature as may seem appropriate to make the Constitution internally consistent, up-to-date and readily understandable.

Any changes made by the Monitoring Officer shall be reported to the next available Council meeting for information.

- (b) **Implementation:** Changes approved by the Council will take effect from the conclusion of the meeting at which those changes are agreed unless the recommendation specifies otherwise.
- (c) **Change from a Leader and Cabinet form of Executive to another permitted form of Executive.** The Council must seek approval to such changes by means of a local referendum.