

## **PART 2**

### **Article 15 - Review and Revision of the Constitution**

#### **15.1 Duty to Monitor and Review the Constitution**

The Director: Governance and Assurance (Monitoring Officer) in association with the Cabinet or the Executive Board will monitor and review the operation of the Constitution to ensure that the aims and principles of the Constitution are given full effect.

#### **15.2 Protocol for Monitoring and Review of Constitution by 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 better to achieve the purposes set out in Article 1. In undertaking this task the Monitoring Officer may:

- (i) observe meetings of different parts of the member and officer structure;
- (ii) undertake an audit trail of a sample of decisions;
- (iii) record and analyse issues raised with him/her by members, officers, the public and other relevant stakeholders; and
- (iv) compare practices in this authority with those in other comparable authorities or with national examples of the best practice.

#### **15.3 Changes to the Constitution**

- (i) **Approval** - Changes to the Articles of the constitution will only be approved by the full Council after consideration of a proposal by the Monitoring Officer, and the Audit and Risk Management Committee or Standards and Constitutional Oversight Committee as appropriate. Amendments will be submitted to and considered by the annual meeting of the Council, unless otherwise required by the Monitoring Officer, after consultation with the Cabinet or the Executive Board and/or the relevant Overview and Scrutiny Committee.
- (ii) **Change from a Leader and Cabinet form of Executive to alternative arrangements** - The Council must take reasonable steps to consult with local electors and other interested parties in the area when drawing up proposals.