

## Article 15 – Review and Revision of the Constitution

### 15.01 Duty to Monitor and Review the Constitution

The Monitoring Officer will monitor and review the operation of the Constitution to ensure that the aims and principles of the Constitution are given full effect, and report to Members as appropriate.

### 15.02 Protocol for Monitoring and Reviewing the 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 to better achieve the purposes set out in Article 1. In undertaking this task the Monitoring Officer may:

- a) Observe meetings of different parts of the member and officer structure.
- b) Undertake an audit trail of a sample of decisions.
- c) Record and analyse issues raised with them by members, officers, the public and other relevant stakeholders.
- d) Compare practices in this Council with those in other comparable authorities, or national examples of best practice.

### 15.03 Changes to the Constitution

Changes to this Constitution will only be approved at a meeting of the Full Council after consideration of any proposals by the Monitoring Officer save that there is set out below an exception to this requirement.

A vote at Full Council to change the Constitution should be passed by a simple majority of those present and voting.

The Monitoring Officer, in consultation with the Chief Executive, has delegated authority to amend any part of the Constitution where such amendment is:

- a) required to be made to comply with any legislative provisions; or
- b) make minor amendments to comply with changes to staffing structures, job descriptions or changes in terminology; or
- c) required to remove any inconsistency or ambiguity.

Implementation of such amendments will be decided by the Monitoring Officer in consultation with the Chief Executive and shall come into force with immediate effect. Such amendments shall be reported to Full Council on an annual basis.

15.04 Change from a Leader with Cabinet to a Mayoral Form of Executive

The Council must take reasonable steps to consult the local electors and other interested parties in the area if drawing up proposals. If any proposed new form of Executive involves an elected Mayor the Council must hold a referendum.