

Article 15 – Review and Revision of the Constitution

15.1 Duty to Monitor and Review the Constitution

The Constitution Working Group will meet at least once a year to monitor and review the operation of the Constitution to ensure that the aims and principles of the Constitution are given full effect. The Monitoring Officer and Democratic Services Team Leader will assist the Working Group in carrying out this task. Any recommendations for change shall be dealt with in accordance with 15.3 below.

15.2 Protocol for Monitoring Officer 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 arrange for themselves or any other officer to, amongst other actions:

- (a) observe meetings of different parts of the Member and Employee structure;
- (b) undertake an audit of a sample of decisions;
- (c) record and analyse issues raised with him/her by Members, Employees, the public and other relevant stakeholders; and
- (d) compare practices in this Authority with those in other comparable authorities or national examples of best practice.

15.3 Changes to the Constitution

Changes to Parts 1 to 5 of the Constitution will, insofar as they are a matter for the Council to decide, only be approved by the Council after consideration of a report from the Constitution Working Group or the Monitoring Officer has been given the opportunity of making such a report and has declined to do so, in which case that fact shall be recorded in the minutes of the Meeting at which the decision to amend the Constitution was taken.