

Council Constitution, Part 2 - Articles of the Constitution (Article 15 - Review and Revision of the Constitution)

Article 15 - Review and Revision of the Constitution

1 Duty to Monitor and Review the Constitution

The Presiding Member, Monitoring Officer and Head of Democratic Services will monitor and review the operation of the Constitution to ensure that the aims and principles of the Constitution are given full effect.

2 Protocol for Monitoring and Review of the Constitution by the Presiding Member, Monitoring Officer and the Head of Democratic Services

- a) A key role for the Presiding Member, Monitoring Officer and Head of Democratic Services 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.
- b) In undertaking this task they 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 either of them by Members, Officers, the public and other relevant stakeholders; and
 - iv) compare practices in this authority with those in other comparable authorities, or national examples of good practice;
 - v) Form Ad Hoc Working Group(s) to consider specific issues affecting the Council.

3 Changes to the Constitution

Approval

Changes to the Council Constitution may only be made by Council after consideration of a report by the Presiding Member, Monitoring Officer, Head of Democratic Services and/or Chief Executive except where any changes are to make any updates required by:

- a) Legislation;
- b) Changes to the Officer structure or changes of responsibility within the Officer Structure;
- c) The need to correct any administrative or typing errors.

Changes to the Constitution which fall under sub paragraphs a., b., or c., maybe made solely by the Monitoring Officer.

4 Maintaining the Constitution

The Chief Executive or the Proper Officer will give a printed copy of this Constitution to each Member of the Authority upon delivery to him/her of that individual's Declaration of Acceptance of Office on the Member first being elected to the Council. Following the provision of the initial printed version and unless a Councillor requests in writing/email to the contrary, an electronic link will be provided for the remainder of the duration of their term of office. Hard copies will be placed in Political Group Rooms.

The Monitoring Officer will ensure that a copy of the Constitution will be available for inspection at Council offices and on the Council's website.