

A5 REVIEW AND REVISION OF THE CONSTITUTION

1. Duty to Monitor and Review the Constitution

- 1.1 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 will report to the Constitution Advisory Group.
- 1.2 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 Part A2. In undertaking this task the Monitoring Officer may:-
 - 1.2.1 Observe meetings of different parts of the member and officer structure;
 - 1.2.2 Undertake an audit trail of a sample of decisions;
 - 1.2.3 Record and analyse issues raised with him/her by members/officers/the public and other relevant stakeholders; and
 - 1.2.4 Compare practices in this authority with those on other comparable authorities, or national examples of best practice.

2. Changes to the Constitution

- 2.1 Subject to paragraph 2.3, changes to the constitution will only be approved by the full Council, after consideration of the proposal by the Constitution Advisory Group (or another appropriate member body appointed for similar purpose), which will recommend changes to the Council.
- 2.2 The Constitution Advisory Group will have regard to advice from the Monitoring Officer on any proposals relating to the constitution. The Monitoring Officer may submit a report direct to the Council in any case where his/her advice is not accepted by Group.
- 2.3 The Monitoring Officer shall, after consultation with the Constitution Advisory Group, make urgent amendments, amendments to give effect to any decision of the Council or changes in the law, and minor amendments such as to correct errors or to ensure that the constitution is up-to-date. Any such changes will also be circulated to all members of the Council on a quarterly basis.