

## ARTICLE 14 - REVIEW AND REVISION OF THE CONSTITUTION

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### 14.1 Duty to monitor and review the Constitution

The Head of Paid Service will monitor and review the operation of the Constitution to ensure that the aims and principles of the Constitution are given full effect.

#### **Protocol for monitoring and review of Constitution by the Head of Paid Service**

A key role for the Head of Paid Service 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 Head of Paid Service may:

1. observe meetings of different parts of the Member and officer structure;
2. undertake an audit trail of a sample of decisions;
3. record and analyse issues raised with him/her by Members, officers, the public and other relevant stakeholders; and
4. compare practices in this authority with those in other comparable authorities or national examples of best practice.

### 14.2 Changes to the Constitution

**Approval** The Council is responsible for approving any alterations to the Constitution after consideration of a proposal from the Head of Paid Service or by way of Members proposing a motion on notice in accordance with Council Procedure Rule 11 after consulting with the Head of Paid Service. Such changes can reflect decisions of the Council, for example to alter the alternative arrangements or Standing Orders, decisions of Committees, for example to alter delegations to Officers, or from changes to national legislation. In order to keep the Constitution up to date as a central reference point for the rules by which the Authority operates, the Council has delegated power to the Head of the Paid

Service to amend the Constitution as required to reflect decisions of the Council, of Committee or legislative changes.

Any other amendments will continue to require the express resolution of Council. Where those changes involve the change to or from a Mayoral form of Executive, the change can only be made with the consent of the Mayor and the endorsement of a local referendum.