

ARTICLE 17 - REVIEW AND REVISION OF THE CONSTITUTION

*References:
S.30 and 37 Local Government Act 2000
Chapters 10 and 15 DETR Guidance*

17.01 **Monitoring and review**

The relevant Scrutiny Committee will monitor and review the operation of the Constitution in order to ensure that the aims and principles of the Constitution are given full effect. In undertaking this function the relevant Scrutiny Committee will have regard to representations made by Councillors, external feedback (e.g. from the external audit report or ombudsman), recommendations of the statutory officers or decisions of the Council Meeting.

It will be the responsibility of the **Monitoring Officer** to be aware of the strengths and weaknesses of the Constitution adopted by the Council, and to [review it at least every 2 years and](#) make recommendations [to the Constitution Working Party](#) for ways in which it could be amended in order better to achieve the Council's governance principles. In undertaking this task the Monitoring Officer may:

- observe meetings of different parts of the member and officer structure;
- undertake an audit trail of a sample of decisions;
- record and analyse issues raised with him/her by Councillors or other sources;
- compare the Council's practices and procedures with those in other comparable authorities, or national examples of best practice.

17.02 **Changes to the Constitution**

Approval. Changes to the Constitution, with the exception of delegations of executive functions, can only be approved by the Council Meeting. Before changing the Constitution the Council Meeting must take into account any views of the Cabinet on the proposed change, and the outcome of any appropriate consultation, together with any evaluation of that proposal by the relevant Scrutiny Committee.

The Monitoring Officer has authority to make changes to the Constitution to correct minor typographical errors.