

## **Article 18 – Review and revision of the Constitution**

### **18.01 Protocol for monitoring and review of Constitution by Monitoring Officer**

The Monitoring Officer shall make recommendations for ways in which the Constitution could be amended in order to better achieve the purposes set out in Article 1. In undertaking this task the Monitoring Officer may:

- (1) observe meetings of councillors and officers;
- (2) undertake an audit trail of a sample of decisions;
- (3) record and analyse issues raised with him/her by councillors, officers, the public and other relevant stakeholders;
- (4) compare practices in this Authority with those in other comparable Authorities, or national examples of best practice; and
- (5) take such other action as may facilitate the process.

### **18.02 Changes to the Constitution**

Changes to the Constitution will be approved only by the Council except for:

- amendments to the Council's Financial Regulations and Financial Procedure Rules which may be made by the Audit Committee without reference to the full Council.
- minor changes to correct clerical mistakes, make factual amendments (including changes to job titles), to comply with the law or to reflect decisions made by or behalf of the Council, which may be made by the Democratic Services and Scrutiny Manager.