

# Article 15

## Review, Revision and Publication of the Constitution

### Introduction

**This Article provides for the review and method of changing the Constitution, and for its publication**

#### **15.01 Duty to monitor and review the Constitution**

The Council will monitor and review the Constitution to ensure that the aims and principles of the Constitution are given full effect.

#### **15.02 Change from a Leader and Executive form of governance to alternative arrangements, or vice versa.**

The Council must take reasonable steps to consult with local electors and other interested persons in the area when drawing up proposals for a change in the form of governance and shall comply with any statutory requirements in relation to such changes.

#### **15.03 Changes to the Constitution**

- (a) Subject to 15.04 and 15.05 below, changes to the Constitution will only be effective if approved by full Council.
- (b) The Head of Paid Service, having first consulted with the Leader of the political groups or their nominees may present a report direct to Council proposing changes to the Constitution. The Head of Paid Service will consult the Monitoring Officer and/or the Section 151 Officer as appropriate. A senior member of each political party will be nominated as a point of contact on constitutional issues.

#### **15.04 Codes and Protocols**

Subject to any statutory requirements, the Codes and Protocols and other documents in Part 5 of the Constitution may be amended by the body that created them without Council approval except for the Code of Conduct for Members which is reserved to Council.

### **15.05 Minor and Administrative changes by the Monitoring Officer**

Minor and administrative changes to the Constitution may be made by the Monitoring Officer, following consultation with the Head of Paid Service, in order to ensure the aims and principles of the Constitution are given full effect. All such changes must be reported to the Council as soon as possible after the change is made.

### **15.06 Publication**

- (a) The Monitoring Officer will provide a printed copy of this Constitution to each Member of the Council upon delivery to him or her of that individual's declaration of acceptance of office, following election to office.
- (b) The Monitoring Officer will ensure that copies are available for inspection at council offices, libraries and other appropriate locations, and can be purchased by members of the public and press on payment of a reasonable fee.
- (c) The Monitoring Officer will ensure that the summary of the Constitution is made widely available within the area and updated as necessary.
- (d) The Monitoring Officer will ensure that a record is kept of any changes to the Constitution. Amendments to the Constitution will be published as soon as practicable after any substantial changes have been made to it.