

# Constitution



## CONSTITUTION

### 1. **Summary and Explanation**

This is the current section which provides an introduction to the Constitution and includes information on the Council's composition and the rights of the public which the Council serves.

### 2. **Members of the Council**

This section sets out the rights and duties of councillors who are elected to the Council.

### 3. **Decision Making Structure**

This details the Council's decision making bodies, including terms of reference (which includes their membership and areas of work).

### 4. **Council Meeting Procedural Rules**

This details the procedural rules that apply to full Council and Committee meetings when they convene to make decisions.

### 5. **Area Committees and Joint Arrangements**

This details the powers of the Council to set up Area Committees and committees with members other than district others arrangements (known as Joint Arrangements).

### 6. **Officer and Scheme of Delegations**

This details the decisions which Council determine may be made by senior officers within the confines of Council adopted policy and budget limits.

## **CODES, PROTOCOLS AND MISCELLANEOUS PROCEDURE RULES WHICH APPLY TO THE COUNCIL**

### 7. **Financial Procedures:**

7.a Budget and Policy Framework Procedure Rules

7.b Financial Instruments

7.c Contract Procedure Rules

### 8. **Member Procedures**

- 8.a District Councillor Role Definition
- 8.b Call-in Procedure for Scrutiny Committees
- 8.c Protocol for Shadow Executive Members
- 8.d Councillor Call for Action
- 8.e Guidance for Planning
- 8.f Allowances Scheme

**9. Officer Procedures and Operation**

- 9.a Employment Procedure Rules
- 9.b Management structure

**10. Conduct**

- 10.a Members Code of Conduct
- 10.b Officer and Member Protocol
- 10.c Officers' Code of Conduct
- 10.d Anti Fraud, Theft and Corruption Strategy
- 10.e Whistleblowing Policy