

Constitution of the Council

Index

Part	Contents	Pages
Part 1	Summary and Explanation	1-1 – 1-3
Part 2	Articles of the constitution	-
Section 1	The Constitution	2-1-1
Section 2	Members of the Council	2-2-1 – 2-2-2
Section 3	Citizens and the Council	2-3-1 – 2-3-2
Section 4	The Full Council	2-4-1 – 2-4-3
Section 4a	Honorary Titles	2-4a-1
Section 5	The Chair of the Council	2-5-1
Section 6	The Cabinet	2-6-1 – 2-6-2
Section 7	The Opposition and Shadow Cabinet	2-7-1 – 2-7-2
Section 8	Joint Arrangements	2-8-1 – 2-8-3
Section 9	Officers	2-9-1 – 2-9-4
Section 10	Decision Making	2-10-1 – 2-10-3
Section 11	Finance, Contract and Legal Matters	2-11-1
Section 12	Review and Revision of the Constitution	2-12-1 – 2-12-2
Part 3	Responsibility for Functions	-
Section 13	Allocation of Functions	3-13-1 – 3-13-3
Section 14	Responsibility for Functions – Leader and Cabinet	3-14-1
Section 15	Allocation of Portfolio Responsibilities to Cabinet Members	3-15-1 – 3-15-5
Section 16	Scrutiny Committees – Terms of Reference	3-16-1 – 3-16-5
Section 17	Planning Control Committee – Terms of Reference	3-17-1 – 3-17-2
Section 18	Licensing and Public Protection Committee – Terms of Reference	3-18-1 – 3-18-3
Section 19	Licensing Sub-Committee – Terms of Reference	3-19-1 – 3-19-2
Section 20	Standards Committee – Terms of Reference	3-20-1 – 3-20-2
Section 21	Audit and Governance Committee – Terms of Reference	3-21-1 – 3-21-3

Part	Contents	Pages
Section 22	Appeals and Complaints Panel – Terms of Reference	3-22-1 – 3-22-6
Section 23	Joint Appointments Committee and Investigatory & Disciplinary Committee – Terms of Reference	3-23-1 – 3-23-3
Section 24	Trade Union Consultative Forum – Terms of Reference	3-24-1 – 3-24-4
Section 25	Substitution Scheme for Committees	3-25-1 – 3-25-2
Section 26	Scheme of Delegations	3-26-1 – 3-26-35
Part 4	Rules of Procedure	-
Section 27	Council Procedure Rules	4-27-1 – 4-27-18
Section 28	Access to Information Procedure Rules	4-28-1 – 4-28-8
Section 29	Budget and Policy Framework Procedure Rules	4-29-1 – 4-29-3
Section 30	Cabinet Procedure Rules	4-30-1 – 4-30-3
Section 31	Scrutiny and Call-In Procedure Rules	4-31-1 – 4-31-5
Section 32	Financial Regulations	4-32-1 – 4-32-23
Section 33	Procurement Regulations	4-33-1 – 4-33-25
Part 5	Codes and Protocols	-
Section 34	Code of Conduct for Members	5-34-1 – 5-34-14
Section 35	Code of Conduct for Employees	5-35-1 - 5-35-22
Section 36	Gifts and Hospitality Protocol for Members	5-36-1 - 5-36-8
Section 37	Protocol for Member/Officer Relations	5-37-1 - 5-37-10
Section 38	Monitoring Officer Protocol (Sept 2008)	5-38-1 - 5-38-5
Section 39	Local Protocol for Planning Decision Making	5-39-1 – 5-39-17
Section 40	Protocol for Filming, Recording and Social Media at Meetings	5-40-1 – 5-40-2
Section 41	Protocol for Conferring Honorary Titles	5-41-1 – 5-41-2
Part 6	Members' Allowances	-
Section 42	Members' Allowances Scheme	6-42-1 – 6-42-11