

1	CONTENTS <i>(Pages 5 - 6)</i>
2	PART 1 - INTRODUCTION AND SUMMARY <i>(Pages 7 - 8)</i>
3	PART 2 - ARTICLES
4	ARTICLE 1 - THE COUNCIL AND THE CONSTITUTION <i>(Pages 9 - 12)</i>
5	ARTICLE 2 - COUNCILLORS <i>(Pages 13 - 16)</i>
6	ARTICLE 3 - CITIZENS AND THE COUNCIL <i>(Pages 17 - 18)</i>
7	ARTICLE 4 - THE COUNCIL MEETING <i>(Pages 19 - 20)</i>
8	ARTICLE 5 - THE LEADER AND THE CABINET <i>(Pages 21 - 22)</i>
9	ARTICLE 6 - COUNCIL COMMITTEE STRUCTURE <i>(Pages 23 - 24)</i>
10	ARTICLE 7 - JOINT ARRANGEMENTS <i>(Pages 25 - 28)</i>
11	ARTICLE 8 - THE CHIEF EXECUTIVE AND OTHER STAFF <i>(Pages 29 - 30)</i>
12	ARTICLE 9 - DECISION-MAKING <i>(Pages 31 - 32)</i>
13	ARTICLE 10 - FINANCE, CONTRACTS AND LEGAL MATTERS <i>(Pages 33 - 34)</i>
14	PART 3 - THE FUNCTIONS SCHEME
15	SECTION 1 COUNCIL FUNCTIONS <i>(Pages 35 - 42)</i>
16	SECTION 2 - LOCAL CHOICE FUNCTIONS <i>(Pages 43 - 44)</i>
17	SECTION 3 - COMMITTEE FUNCTIONS <i>(Pages 45 - 58)</i>
18	SECTION 4 - CABINET FUNCTIONS <i>(Pages 59 - 62)</i>
19	SECTION 5 - SCRUTINY FUNCTION <i>(Pages 63 - 66)</i>
20	SECTION 6 - ADDITIONAL ARRANGEMENTS <i>(Pages 67 - 70)</i>
21	SECTION 7 - OFFICER FUNCTIONS <i>(Pages 71 - 196)</i>
22	PART 4 - PROCEDURE RULES
23	SECTION 1 - COUNCIL PROCEDURE RULES <i>(Pages 197 - 214)</i>
24	SECTION 2 - COMMITTEE PROCEDURE RULES <i>(Pages 215 - 236)</i>
25	SECTION 3 - ACCESS TO INFORMATION RULES <i>(Pages 237 - 248)</i>
26	SECTION 4 - BUDGET AND POLICY FRAMEWORK RULES <i>(Pages 249</i>

- 256)

- 27 SECTION 5 - CONTRACT PROCEDURE RULES** *(Pages 257 - 266)*
- 28 SECTION 6 - FINANCIAL REGULATIONS** *(Pages 267 - 296)*
- 29 SECTION 7 - OFFICER EMPLOYMENT PROCEDURE RULES** *(Pages 297 - 312)*
- 30 PART 5 - THE CODES AND GUIDANCE**
- 31 SECTION 1 - COUNCILLOR CODE OF CONDUCT** *(Pages 313 - 326)*
- 32 SECTION 2 - EMPLOYEE'S CODE OF CONDUCT** *(Pages 327 - 334)*
- 33 SECTION 3 - PROTOCOL ON MEMBER AND OFFICER RELATIONS** *(Pages 335 - 340)*
- 34 SECTION 4 - ANTI FRAUD AND CORRUPTION - WHISTLEBLOWING POLICY** *(Pages 341 - 386)*
- 35 SECTION 5 - MONITORING OFFICER PROTOCOL** *(Pages 387 - 392)*
- 36 SECTION 6 - PUBLIC PARTICIPATION GUIDANCE** *(Pages 393 - 404)*
- 37 SECTION 7 - PROBITY IN PLANNING GUIDANCE** *(Pages 405 - 422)*
- 38 PART 6**
- 39 COUNCILLORS ALLOWANCE SCHEME** *(Pages 423 - 430)*
- 40 PART 7**
- 41 CABINET PORTFOLIOS, MEMBERSHIP OF THE COMMITTEE AND COUNCIL MANAGEMENT STRUCTURE** *(Pages 431 - 440)*
- 42 TERMS OF REFERENCE**
 - a LOCALITY BOARD TERMS OF REFERENCE** *(Pages 441 - 452)*
 - b HEALTH AND WELLBEING BOARD TERMS OF REFERENCE** *(Pages 453 - 458)*
 - c EMPLOYMENT PANEL TERMS OF REFERENCE** *(Pages 459 - 462)*
 - d JOINT CONSULTATIVE COMMITTEE FOR TEACHERS TERMS OF REFERENCE** *(Pages 463 - 466)*
 - e CORPORATE JOINT CONSULTATIVE COMMITTEE TERMS OF**

REFERENCE *(Pages 467 - 470)*

f **HEALTH & SAFETY JOINT CONSULTATIVE COMMITTEE TERMS OF REFERENCE** *(Pages 471 - 472)*

g **CORPORATE PARENTING BOARD TERMS OF REFERENCE** *(Pages 473 - 478)*

h **YOUTH CABINET TERMS OF REFERENCE** *(Pages 479 - 482)*

i **OVERVIEW AND SCRUTINY COMMITTEE TERMS OF REFERENCE** *(Pages 483 - 486)*

j **HEALTH SCRUTINY COMMITTEE TERMS OF REFERENCE** *(Pages 487 - 490)*

k **CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE** *(Pages 491 - 496)*

l **LICENSING AND SAFETY COMMITTEE TERMS OF REFERENCE** *(Pages 497 - 500)*

m **PLANNING COMMITTEE TERMS OF REFERENCE** *(Pages 501 - 502)*

43 **NORTHERN GATEWAY JOINT COMMITTEE TERMS OF REFERENCE** *(Pages 503 - 510)*

a **STANDARDS COMMITTEE TERMS OF REFERENCE** *(Pages 511 - 514)*

b **HOUSING ADVISORY BOARD TERMS OF REFERENCE** *(Pages 515 - 518)*

c **AUDIT COMMITTEE TERMS OF REFERENCE** *(Pages 519 - 528)*

44 **PART 8**

CONSTITUTIONAL REVIEW TIMELINE

Schedule for Review 2024/25

Item	Lead Officer
------	--------------

Schemes of Delegation	Relevant Executive Director
Ethical Governance	Legal Services
Public Participation Guidance	Democratic Services
Probity in Planning Guidance	Democratic Services / Planning Team
Housing Governance	Jacqui Dennis/Kate Waterhouse