

# MALDON DISTRICT COUNCIL



## CONSTITUTION

### CONTENTS PAGE

**PART 1.**     Summary and Explanation (Pages 3 - 8)

**PART 2.**     Articles of the Constitution

- a)     Article 1 - The Constitution (Pages 9 - 10)
- b)     Article 2 - Members of the Council (Pages 11 - 16)
- c)     Article 3 - The Local Community and the Council (Pages 17 - 20)
- d)     Article 4 - The Council (Pages 21 - 22)
- e)     Article 5 - Chairing the Council (Pages 23 - 24)
- f)     Article 6 - Committees (Pages 25 - 26)
- g)     Article 7 - Standards Arrangements (Pages 27 - 30)
- h)     Article 8 - Community Consultation and Participation (Pages 31 - 32)
- i)     Article 9 - Joint Arrangements (Pages 33 - 34)
- j)     Article 10 - Employees (Pages 35 - 38)
- k)     Article 11 - Decision Making (Pages 39 - 40)
- l)     Article 12 - Financial Management, Contracts and Legal Matters (Pages 41 - 42)
- m)     Article 13 - Review and Revision of the Constitution (Pages 43 - 44)
- n)     Article 14 - Suspension, Interpretation and Publication of the Constitution (Pages 45 - 46)

**PART 3. Responsibility and Functions** (Pages 47 - 48)

- a) General Provisions relating to Council and Committees (Pages 49 - 52)
- b) Council and Committee Terms of Reference (Pages 53 - 88)
- c) General Provisions relating to Delegation including "Proper Officer" designations. (Pages 89 - 94)
- d) Scheme of Delegation to Officers (Pages 95 - 114)

**PART 4. Rules of Procedure**

- a) Council and Committee Procedure Rules (Standing Orders) (Pages 115 - 136)
- b) Access to Information Procedure Rules (Pages 137 - 144)
- c) Financial Regulations (Pages 145 - 204)
- d) Contract Procedure Rules (Pages 205 - 234)
- e) Officer Employment and Disciplinary Procedure Rules (Pages 235 - 238)

**PART 5. Codes and Protocols** (Pages 239 - 240)

- a) Members' Code of Conduct and Dispensations for Disclosable Pecuniary Interests, Other Pecuniary Interests and Non-Pecuniary Interests (Pages 241 - 254)
- b) Code of Good Practice and Guidance on the Conduct of Planning Matters (Pages 255 - 318)

**PART 6. Members of the Council, Wards, Polling District and Members of Committees and Sub-Committees**

- a) Members of the Council and their Wards
  - [Councillors \(alphabetical\)](#)
  - [Councillors \(by Ward\)](#)
- b) Committee Structure (Pages 319 - 320)
- c) Wards and Polling Districts (Pages 321 - 322)
- d) Membership of Committees and Sub-Committees (Pages 323 - 324)
  - [Committee Membership](#)

**PART 7. Management Structure** (Pages 325 - 326)

