

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 - 18)
- d) Article 4 - The Council (Pages 19 - 20)
- e) Article 5 - Chairperson of the Council (Pages 21 - 22)
- f) Article 6 - Committees (Pages 23 - 24)
- g) Article 7 - Standards Arrangements (Pages 25 - 28)
- h) Article 8 - Community Consultation and Participation (Pages 29 - 30)
- i) Article 9 - Joint Arrangements (Pages 31 - 32)
- j) Article 10 - Employees (Pages 33 - 36)
- k) Article 11 - Decision Making (Pages 37 - 38)
- l) Article 12 - Financial Management, Contracts and Legal Matters
(Pages 39 - 40)
- m) Article 13 - Review and Revision of the Constitution (Pages 41 - 42)
- n) Article 14 - Suspension, Interpretation and Publication of the Constitution (Pages 43 - 44)

PART 3. Responsibility and Functions (Pages 45 - 46)

- a) General Provisions relating to Council and Committees (Pages 47 - 50)
- b) Council and Committee Terms of Reference (Pages 51 - 92)
- c) General Provisions relating to Delegation including "Proper Officer" designations. (Pages 93 - 98)
- d) Scheme of Delegation to Officers (Pages 99 - 120)

PART 4. Rules of Procedure

- a) Council and Committee Procedure Rules (Standing Orders) (Pages 121 - 140)
- b) Access to Information Procedure Rules (Pages 141 - 146)
- c) Financial Regulations (Pages 147 - 206)
- d) Contract Procedure Rules (Pages 207 - 230)
- e) Officer Employment and Disciplinary Procedure Rules (Pages 231 - 234)

PART 5. Codes and Protocols (Pages 235 - 236)

- a) Members' Code of Conduct (Pages 237 - 252)
- b) Code of Good Practice and Guidance on the Conduct of Planning Matters (Pages 253 - 312)

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 313 - 314)
- c) Wards and Polling Districts (Pages 315 - 316)
- d) Membership of Committees and Sub-Committees
 - [Committee Membership](#)
 - [Political Leadership of the Council](#)

PART 7. Maldon District Council Management Structure (Pages 317 - 318)