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 - 86)

c) General Provisions relating to Delegation including "Proper Officer" designations. (Pages 87 - 92)

d) Scheme of Delegation to Officers (Pages 93 - 112)

PART 4. **Rules of Procedure**

a) Council and Committee Procedure Rules (Standing Orders) (Pages 113 - 132)

b) Access to Information Procedure Rules (Pages 133 - 138)

c) Financial Regulations (Pages 139 - 198)

d) Contract Procedure Rules (Pages 199 - 222)

e) Officer Employment and Disciplinary Procedure Rules (Pages 223 - 226)

PART 5. **Codes and Protocols** (Pages 227 - 228)

a) Members' Code of Conduct (Pages 229 - 244)

b) Code of Good Practice and Guidance on the Conduct of Planning Matters (Pages 245 - 304)

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 305 - 306)

c) Wards and Polling Districts (Pages 307 - 308)

d) Membership of Committees and Sub-Committees

- Committee Membership
- Political Leadership of the Council

PART 7. **Maldon District Council Management Structure** (Pages 309 - 310)