APPENDIX 1

CONTENTS

		Page No
PART 1 – SUMMAR	Y AND EXPLANATION	
	Summary and Explanation	4-8
PART 2 – ARTICLE	S OF THE CONSTITUTION	
Article 1	- The Constitution	9
Article 2	- Members of the Council	10-11
Article 3	- Citizens and the Council	12
Article 4	- The Full Council	13-15
Article 5	- Chairing the Council	16
Article 6	- Overview and Scrutiny Committees	17-20
Article 7	- Audit Committee	21-23
Article 8	- The Cabinet	24-25
Article 9	- Planning and Development Committee	26-27
Article 10	- The Standards Committee	28-30
Article 11	- The Licensing Committee	31-33
Article 12	- Appeals Committee	34-35
Article 13	- Constitution Committee	36
Article 14	- Joint Arrangements	37-38
Article 15	- Officers	39-43
Article 16	- Decision Making	44-45
Article 17	- Finance, Contracts and Legal Matters	46
Article 18	- Review and Revision of the Constitution	47
Article 19	- Suspension, Interpretation and Publication of	
	the Constitution	48
Schedule 1	- Description of Cabinet Arrangements	49
PART 3 - RESPONS	IBILITY FOR FUNCTIONS	
A - Responsibility for	50-72	
B – Leader's Scheme	73 –100	
C- General Scheme of Delegation of Cabinet and		101-129
Non-Cabinet Function	s to Officers	

PART 4 - RULES OF PROCEDURE

Council Procedure Rules	130-148	
Access to Information Procedure Rules	149-179	
Budget and Policy Framework Procedure Rules	180-184	
Cabinet Procedure Rules	185-188	
Overview and Scrutiny Procedure Rules	189-207	
Financial Procedure Rules	208-270	
Contract Procedure Rules	271-356	
Standing Orders Relating to the Appointment and	357-365	
Dismissal of Officers		
PART 5 - CODES AND PROTOCOLS		
Members' Code of Conduct	366-378	
Officers' Code of Conduct	379-386	
Protocol on Member/Officer Relations	387-393	
Protocol for Members in their Dealings with	394-398	
Contractors/Developers		
Confidential Reporting Procedure	399	
(a) Officers' Procedure (Whistleblowing Procedure)	400-404	
(b) Members' Confidential Reporting Procedure	405	
Code of Best Practice for Planning Procedures	406-418	
Code of Corporate Governance	419-435	
PART 6 – SCHEME OF MEMBERS' ALLOWANCES		
Scheme of Members' Allowances	436-444	
PART 7 - AUDIT PROCEDURES		
Internal Audit Charter	445-450	
Corporate Anti-Fraud and Corruption Strategy	451-460	
Fraud & Irregularity Response Plan	461-464	
Prosecution Policy	465-473	
PART 8 - MANAGEMENT STRUCTURE		
Management Structure	474	