

# Constitution

Thursday, 1 July 2021

---

**1. Part 1 - Summary and Explanation**

Part 1.01 - Summary and Explanation (Pages 1 - 2)

**2. Part 2 - Articles of the Constitution**

Part 2.01 - Article 1 - The Constitution (Pages 3 - 4)

Part 2.02 - Article 2 - Members of the Council (Pages 5 - 6)

Part 2.03 - Article 3 - Citizens and the Council (Pages 7 - 8)

Part 2.04 - Article 4 - The Council Meeting (Pages 9 - 10)

Part 2.05 - Article 5 - Chairing the Council (Pages 11 - 12)

Part 2.06 - Article 6 - The Cabinet (Pages 13 - 14)

Part 2.07 - Article 7 - Audit Committee (Pages 15 - 16)

Part 2.08 - Article 8 - Employment and Appeals Committee (Pages 17 - 18)

Part 2.09 - Article 9 - Licensing Committee (Pages 19 - 20)

Part 2.10 - Article 10 - Overview and Scrutiny Committee (Pages 21 - 22)

Part 2.11 - Article 11 - Planning Committee (Pages 23 - 24)

Part 2.12 - Article 12 - Senior Officers Appointments Committee (Pages 25 - 26)

Part 2.13 - Article 13 - Senior Officers Disciplinary Committee (Pages 27 - 28)

Part 2.14 - Article 14 - The Standards Committee (Pages 29 - 30)

Part 2.15 - Article 15 - Joint Arrangements (Pages 31 - 32)

Part 2.16 - Article 16 - Officers	(Pages 33 - 38)
Part 2.17 - Article 17 - Decision Making	(Pages 39 - 40)
Part 2.18 - Article 18 - Finance, Contracts and Legal Matters	(Pages 41 - 42)
Part 2.19 - Article 19 - Review and Revision of the Constitution	(Pages 43 - 44)
Part 2.20 - Article 20 - Suspension, Interpretation and Publication of the Constitution	(Pages 45 - 46)
<b>3. Part 3 - Responsibility for Functions</b>	
Part 3.01 - Responsibility for Local Choice Functions	(Pages 47 - 48)
Part 3.02 - Responsibility for Council Functions	(Pages 49 - 54)
Part 3.03 - Responsibility for Executive Functions	(Pages 55 - 66)
Part 3.04 - Responsibility for Joint Functions	(Pages 67 - 78)
<b>4. Part 4 - Rules of Procedure</b>	
Part 4.01 - Council Procedure Rules	(Pages 79 - 98)
Part 4.02 - Access to Information Procedure Rules	(Pages 99 - 108)
Part 4.03 - Budget and Policy Framework Procedure Rules	(Pages 109 - 112)
Part 4.04 - Cabinet Procedure Rules	(Pages 113 - 120)
Part 4.05 - Overview and Scrutiny Procedure Rules	(Pages 121 - 130)
Part 4.06 - Financial Regulations and Financial Procedure Rules	(Pages 131 - 248)
Part 4.07 - Officer Employment Procedure Rules	(Pages 249 - 250)
<b>5. Part 5 - Codes and Protocols</b>	
Part 5.01 - Councillors Code of Conduct	(Pages 251 - 260)
Part 5.02 - Process and Procedures for dealing with allegations of breaches of the Councillors Code of Conduct	(Pages 261 - 276)
Part 5.03 - Protocol for Officer-Member Relations	(Pages 277 - 282)
Part 5.04 - Computer Use Policy	(Pages 283 - 288)
Part 5.05 - Gifts and Hospitality - Guidance for Councillors & Officers	(Pages 289 - 296)

Part 5.06 - Local Code of Good Practice for Councillors and Officers involved in the Planning Process (Pages 297 - 322)

Part 5.07 - Social Media Policy for Wyre Councillors (Pages 323 - 328)

Part 5.08 - Petitions Scheme (Pages 329 - 330)

Part 5.09 - Procedures for Dealing with Councillor Calls for Action (Pages 331 - 344)

**6. Part 6 - Members' Allowances Scheme**

Part 6.01 - Members' Allowances Scheme (Pages 345 - 352)

Part 6.02 - Current Level of Allowances (Pages 353 - 354)

**7. Part 7 - Management Structure and Scheme of Delegation**

Part 7.01 - Management Structure (Pages 355 - 356)

Part 7.02 Scheme of Delegation (Pages 357 - 384)