- CONSTITUTION -

CARMARTHENSHIRE COUNTY COUNCIL

The Council's Constitution

Carmarthenshire County Council has agreed a new constitution which sets out how the Council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local people. Some of these processes are required by the law, while others are a matter for the Council to choose.

The constitution is divided into 15 articles which set out the basic rules governing the Council's business. More detailed procedures and codes of practice are provided in separate rules and protocols at the end of the document.

CONTENTS

PART ONE – Summary and Explanation

PART TWO – Articles of the Constitution

- 1. The Constitution
- 2. Members of the Council
- 3. Citizens and the Council
- 4. The Full Council
- 5. Chairing the Council
- 6. Scrutiny Committees
- 7. The Cabinet
- 8. Regulatory Committees
- 9. The Standards Committee
- 10. Joint Arrangements
- 11. Officers
- 12. Decision Making
- 13. Finance, Contracts and Legal Matters
- 14. Review and Revision of the Constitution
- 15. Suspension, Interpretation and Publication of the Constitution

SCHEDULE 1: Description of Executive Arrangements

PART THREE – Functions / Delegation

- 1. Responsibility for Functions
- 2. General Scheme of Delegation to Officers

PART FOUR – Rules of Procedure

- 1. Council Procedure Rules
- 2. Access to Information Procedure Rules
- 3. Budget and Policy Framework Procedure Rules
- 4. Executive Procedure Rules
- 5. Scrutiny Procedure Rules
- 6. Financial Procedure Rules
- 7. Contract Procedures Rules
- 8. Officer Employment Procedure Rules

PART FIVE – Codes and Protocols

- 1. Code of Conduct for Members and Co-opted Members
- 2. Code of Conduct for Councillors and Officers in Planning Matters
- 3. Protocol re Representations to the County Council on Planning Applications
- 4. Officers' Code of Conduct
- 5. Protocol on Member / Officer Relations
- 6. Protocol for Communications with Elected Members
- 7. Protocol for Carmarthenshire County Council Local Crime And Disorder Referrals Guidance For Councillors
- 8. Protocol for Carmarthenshire Scrutiny of the Community Safety Partnership

PART SIX

- Councillors' & Co-opted Members' Scheme of Allowances including: Appendix A - Job Profiles for Councillors, Co-opted Members and Office Holders
- 2. Management Structures Appendix 1 - Political Management Structure Appendix 2 - Organisational Management Structure

PART SEVEN – Names and Addresses of Councillors

PART EIGHT - Composition of Cabinet and Committees