

## Article 2 – Members of the Council

### 2.1 a) Composition

The Council ~~will comprise is made up of 56 members, otherwise called Councillors who represent. One or more Councillors will be elected by the voters of each of the 30 wards and are elected every four years. The Wards are in accordance with a scheme~~ drawn up by the Local Government Boundary Commission for England following local consultation and its proposals are approved by the Secretary of State.

### b) Eligibility

Only registered voters of the District, or those living or working there, or owning property or renting property within the District will be eligible to stand for election as a Councillor.

### 2.2 Election and terms of Councillors

The regular election of Councillors will be held on the first Thursday in May every four years, ~~with the next scheduled election for district councillors to take place in~~ May ~~2019~~2023. The terms of office of Councillors will start on the fourth day after ~~their being elected~~ and will finish on the fourth day after the date of the next regular election. If, during the year, a vacancy arises through the death, resignation or disqualification of a sitting Councillor, then a by-election will be held unless the vacancy arises within the 6-month period preceding the next ordinary election.

### 2.3 Roles and functions of all Councillors

#### a) Key roles

All Councillors will

- (i) Collectively be the ultimate policy-makers and carry out a number of strategic and corporate management functions
- (ii) Contribute to the good governance of the area and actively encourage community participation and public involvement in ~~decision~~ decision-making
- (iii) Effectively represent the interests of their ward and of individual constituents
- (iv) Balance different interests identified within the ward and represent the ward as a whole
- (v) Be involved in ~~decision~~-making decisions as members of the Council and its committees, the Cabinet or through policy development within overview and scrutiny committees
- (vi) ~~Be available~~ Have the opportunity to represent the Council on other bodies
- (vii) Maintain the highest standards of conduct and ethics
- (viii) Attend at least one meeting in any rolling 6-month period

b) Rights and Duties Access to documents

- (i) Councillors will the have such right tos of access to such documents, information, land and buildings of the Council as that are necessary for them to carry out their role. proper discharge of their functions and in accordance with the law
- (ii) If any documents to which Councillors have access contain confidential or exempt information, they must not divulge it Councillors will not make public information which is confidential or exempt without the consent of the Council or authorised officer or divulge information given in confidence to anyone other than a Councillor or officer entitled to know it.
- ~~(ii)~~(iii) If a Councillor has any concerns about confidential or exempt information that has been supplied to them, they should speak to the Council's Monitoring Officer.
- ~~(iii)~~(iv) For these purposes, "confidential" and "exempt" information are defined in the Access to Information Rules, in Article 17 of this Constitution

c) Training

To help them carry out their role, training is provided for all Councillors. All Councillors must complete the core training programme within 12-months of their election.

All members of:

- Planning Committee.
- Licensing Committee.
- Alcohol, Entertainment and Late Night Refreshment Licensing Committee.
- Governance and Audit Committee.
- Companies Committee.

All District Councillors are required to attend the core training programme within 12 months of their appointment as a Councillor and attend any mandatory training necessary to sit on specific Committees i.e. Development Management Committee, Licensing Committee and Governance and Audit Committee.

All members of the Development Management Committee, Licensing Committee (including Alcohol, Entertainment and Late Night Refreshment Licensing Committee) and Governance and Audit Committee are required to Must undergo mandatory training at the start of each term of office following an election. A Councillor will not be able to sit on any committee with mandatory training until

it has been completed. This mandatory training requirement relates to new Members, returning Members and substitute Members.

Members of these ~~Committees~~ committees (as mentioned in v above) are required to attend refresher training on an annual basis for the remainder of their term in order to retain their position on the ~~c~~Committee.

### Other rights

- (i) All members have the right to ask questions of the Cabinet and Cabinet Members in any meeting of full council and have these questions responded to and formally recorded.
- (ii) Any member has the right to ~~request an place~~ item is placed on the ~~agenda~~ agenda of ~~any an council committee or~~ overview and scrutiny committee subject to the completion of a scoping template to enable the item to be considered as part of the work programme and scheduled for a future meeting of the committee.
- (iii) Any member has the right to attend all Committees.
- (iv) Any member has the right to refer matters to the overview and scrutiny committees.
- ~~(v)~~ (v) Any member called before a members' disciplinary panel has a right to legal representation.
- ~~(v)~~ (vi) Members have the right to propose amendments to motions and reports presented to committees for decision.
- ~~(vi)~~ (vii) Members have the right to call-in.
- ~~(viii)~~ (viii) Members have the right to make a 'Call for Action' on behalf of their constituents.
- ~~(viii)~~ (ix) Members may report matters through the Council's whistleblowing arrangements.

~~Rules (vii) to (xiv) are rights which must be exercised in accordance with the provisions contained within this Constitution.~~

## 2.4 Conduct

All Councillors ~~must follow a will at all times observe the Members'~~ Code of Conduct and the protocols set out in this Constitution to ensure high standards in the way that they undertake their duties.

## 2.5 Allowances

Councillors are entitled to receive allowances as set out in the Members' Allowance Scheme, which is set by Council following receipt of recommendations from an Independent Remuneration Panel.

**Commented [JT1]:** Members' allowance scheme to be moved to separate section