

Oxford City Council Constitution

Approved by Council:

27 January 2020

Publication date: 29 January 2020

Published under the authority delegated to the Head of Law and Governance in Section 2.5 of the

Constitution.

For any further information please contact:

Committee and Member Services

Telephone: 01865 252230

Email: <u>democraticservices@oxford.gov.uk</u>



This Constitution sets out

- how the Council operates; how decisions are taken; and who has the power to take which decisions
- the procedures, codes and protocols to be followed to ensure decisions are made efficiently, transparently and with accountability to local people

Some of these processes are required by law. Others are a matter for the Council to choose. In the case of any conflict between the Constitution and legislation, the legislation will prevail.

The Constitution is periodically updated to incorporate current legislation and to reflect any changes which the Council has decided to make.

Table of contents

Use the table below to jump to each Part of the Constitution by selecting either the title or the page number.

Within each Part of the Constitution there is a separate table of contents which links to the individual paragraphs.

1.	Part 1 - Citizens' rights and other basic rules	1 - 6
2.	Part 2 - About the Constitution	7 - 8
3.	Part 3 - Council responsibilities and executive responsibilities - amended Jan 2020	9 - 12
4.	Part 4 - Who carries out executive responsibilities - amended Jan 20	13 - 18
5.	Part 5 - Who carries out Council responsibilities - amended Jan 2020	19 - 32
6.	Part 6 - Role of Cabinet Members	33 - 34
7.	Part 7 - Roles of decision taking committees - amended Jan 2020	35 - 38
8.	Part 8 - Role of the Scrutiny Committee	39 - 40
9.	Part 9 - Roles of Officers - amended Jan 2020	41 - 48
10.	Part 10 - Proper Officers	49 - 56
11.	Part 11 - Council procedures - amended Jan 2020	57 - 76

12.	Part 12 - Cabinet procedures	77 - 80
13.	Part 13 - Scrutiny Committee procedures	81 - 86
14.	Part 14 - Other Committee procedures - amended Jan 2020	87 - 96
15.	Part 15 - Access to information and key decision procedures	97 - 104
16.	Part 16 - Budget and Policy Framework procedures	105 - 106
17.	Part 17 - Call-in procedures - amended Jan 2020	107 - 110
18.	Part 18 - Finance rules - amended Jan 2020	111 - 124
19.	Part 19 - Contract rules - amended Jan 2020	125 - 142
20.	Part 20 - Employment rules	143 - 150
21.	Part 21 - Legal rules - amended Jan 2020	151 - 152
22.	Part 22 - Members' Code of Conduct	153 - 164
23.	Part 23 - Code on councillor-officer relations	165 - 176
24.	Part 24 - Planning Code of Practice - amended Jan 2020	177 - 186
25.	Part 25 - Whistle Blowing Policy	187 - 192
26.	Part 26 - Councillors' allowances	193 - 198
27.	Part 27 - ICT Acceptable Use Policy	199 - 206