

Oxford City Council Constitution

Approved by Council: **17 February 2021**

Publication date: **25 February 2021**

**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: democraticservices@oxford.gov.uk



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 Feb2021	9 - 12
4.	Part 4 Who carries out executive responsibilities amended Feb2021	13 - 18
5.	Part 5 Who carries out Council responsibilities amended Feb2021	19 - 34
6.	Part 6 Role of Cabinet Members amended April2020	35 - 36
7.	Part 7 Roles of decision taking committees amended Feb2021	37 - 42
8.	Part 8 Role of the Scrutiny Committee amended Feb2021	43 - 44
9.	Part 9 Roles of Officers amended Feb2021	45 - 52
10.	Part 10 Proper Officers amended Feb2021	53 - 60
11.	Part 11 Council procedures amended Feb2021	61 - 80
12.	Part 12 Cabinet procedures	81 - 84

13.	Part 13 Scrutiny Committee procedures	85 - 90
14.	Part 14 Other Committee procedures amended Feb2021	91 - 100
15.	Part 15 Access to information and key decision procedures	101 - 108
16.	Part 16 Budget and Policy Framework procedures	109 - 110
17.	Part 17 Call in procedures amended Jan2020	111 - 114
18.	Part 18 Finance rules amended Feb2021	115 - 128
19.	Part 19 Contract rules amended Feb2021	129 - 146
20.	Part 20 Employment rules	147 - 154
21.	Part 21 Legal rules amended Feb2021	155 - 156
22.	Part 22 Members Code of Conduct amended Feb2021	157 - 168
23.	Part 23 Code on councillor officer relations	169 - 180
24.	Part 24 Planning Code of Practice amended Jan2020	181 - 190
25.	Part 25 Whistle Blowing Policy	191 - 196
26.	Part 26 Councillors allowances amended April2020	197 - 202
27.	Part 27 ICT Acceptable Use Policy	203 - 210