

# Constitution of Fenland District Council

## PARTS

- 1 Summary and Explanation
- 2 Articles of the Constitution
- 3 Responsibility for Functions
- 4 Rules of Procedure
- 5 Codes and Protocols
- 6 Members' Allowances Scheme
- 7 Management Structure



## Fenland District Council Constitution Version Control Summary:

The Constitution was first adopted on the 16<sup>th</sup> May 2002 under minute 09/02. The Constitution changes frequently to reflect changes in legislation, policy and procedure.

In order to ensure the Public, Members and Officers have access to an up to date consolidated version and can reference this, with effect from the 1<sup>st</sup> August 2010 a file tracking form of Version Control has been introduced.

The full version of the Constitution has been broken into “Blocks” formed around the functional elements of the Constitution and the frequency of updates. These Blocks will be kept as electronic files and used to update sections of the Constitution.

Block	Part	Title	Version	Date
A	-	Cover & Version Control	15	14/12/2020
B	1	Summary and Explanation	11	04/05/2023
	2	Articles of the Constitution	12	26/02/2024
C	3	Responsibility for Functions, Table 1, Table 2, and Table 3.	18	26/02/2024
D	3	Table 4, Table 5	18	30/09/2024
E	4	Rules of Procedure 1, 2 and 3	17	26/02/2024
F	4	Rules of Procedure 4 and 5	10	07/05/2021
G	4	Rules of Procedure 6	3	26/02/2024
H	4	Rules of Procedure 7	3	20/11/2015
I	4	Rules of Procedure 8, 9,10 and 11	11	26/02/2024
Ia		Deleted		07/05/2021
J	5	Codes and Protocols 1, 2 and 3	5	07/05/2021
K	5	Codes and Protocols 4, 5 and 6	3	26/02/2024
L	6	Members Allowances Scheme	11	11/12/2023
M	7	Management Structure	4	26/02/2024

This version control does not list the history of amendments these can be identified based on the relevant reports and minutes.

The definitive version of the Constitution is held by the Monitoring Officer.

Documents produced by Fenland District Council are available on request in community languages, large print, Moon, Braille, on audio cassette and in electronic format upon request.