



# Constitution



## The Council's Constitution

The Council has agreed this constitution, which sets out how the Council operates. It also sets out how decisions are made and the procedures which are followed to ensure that the Council is efficient, transparent, and accountable to local people. Some of these processes are required by law, whilst others are a matter for the Council to choose.

### **What's in the constitution?**

There are several parts to the constitution:

#### **1 Part 1 - The Constitution**

The summary and explanation

#### **2 Part 2 - The Articles of the Constitution**

The 15 Articles of the Constitution, which set out the basic rules governing the Council's business. The articles refer to more detailed procedures and codes of practice which are set out in separate rules and protocols contained in other parts of the constitution. Copies of the job descriptions for the Corporate Management Team (CMT) are appended.

#### **3 Part 3 - Responsibility for Functions**

A schedule of Responsible for Functions, which shows who or which body takes decisions. The *Scheme of Delegation to Officers* is appended.

#### **4 Part 4 - Rules of Procedure**

The detailed Rules of Procedure, which the Council follows.

#### **5 Part 5 - Codes and Protocols**

The Codes of Practice and Protocols, which the Council has adopted.

#### **6 Part 6 - Members' Allowance Scheme**

The scheme for the payment of allowances to the members of the Council.

#### **7 Part 7 - Management Structure**

A chart of the Management Structure, which shows how the officers of the Borough Council are organised.

#### **8 Part 8 - Councillors' Contact Details**

Details for Members of the Councils can be found at the following link; [Your Councillors | Boston Borough Council](#)

## **9 Part 9 - Membership of Committees**

Document showing the membership of the Council's Committees and their political balance where appropriate.

## **10 Part 10 - Programme of Meetings**

The programme of meetings for 2025/26.