

## **ARTICLE 2 - MEMBERS OF THE COUNCIL**

### **2.1 Composition and eligibility**

#### **Composition**

- 2.1.1 The Council comprises 39 Members, otherwise called Councillors.
- 2.1.2 Three Councillors are elected by the voters of each ward in accordance with a scheme prepared by the Electoral Commission.

#### **Eligibility**

- 2.1.3 Only registered voters of the City or those living or working there will be eligible to hold the office of Councillor.

### **2.2 Election and terms of councillors**

- 2.2.1 The ordinary election of a third of all Councillors will be held on the first Thursday in May in each year, beginning in 2006.
- 2.2.2 In 2005 and every fourth year after there will be no regular election. In 2005 and every fourth year thereafter, the elections to the Norfolk County Council are held.
- 2.2.3 The terms of office of Councillors will be four years starting on the fourth day after being elected and finishing on the fourth day after the date of the regular election four years later.

### **2.3 Roles and functions of all councillors**

#### **Key roles.**

- 2.3.1 All Councillors will -
  - (i) collectively be the ultimate policy-makers and carry out a number of strategic and corporate management functions;
  - (ii) represent their communities and bring their views into the Council's decision-making process, i.e. become the advocate of and for their communities;
  - (iii) effectively represent the interests of their ward and of individual constituents;
  - (iv) respond to constituents' enquiries and representations, fairly and impartially;
  - (v) be involved in decision-making;
  - (vi) be available to represent the Council on other bodies; and

(vii) maintain the highest standards of conduct and ethics.

### **Rights and duties**

2.4.1 Councillors will have such rights of access to such documents, information, land and buildings of the Council as are necessary for the proper discharge of their functions and in accordance with the law.

2.4.2 Councillors will not make public confidential information or exempt information without the consent of the Council or divulge information given in confidence to anyone other than a councillor or officer entitled to know it.

2.4.3 For these purposes, “confidential information” and “exempt information” are defined in the Access to Information Procedure Rules in Appendix 7 of this Constitution.

### **2.5 Conduct**

2.5.1 Councillors will at all times observe the Members’ Code of Conduct and the Protocol on Member/Officer Relations set out in Appendices 13 and 15 of this Constitution.

### **2.6 Allowances**

2.6.1 Councillors will be entitled to receive allowances in accordance with the Members’ Allowances Scheme set out in Appendix 16 of this Constitution.