

The Council's Constitution



This is the book which sets out how the Council will, and must, act. It is available on the Council's website [here](#).



Your Councillors will attend meetings At the Town Hall and must take decisions as set out in the Constitution.



Contents of the Constitution includes:-

- How the Council works as a whole
- How the Full Council meeting works
- Details of all Council Committees (such as Licensing, Planning, Audit and Standards)
- The Cabinet (the people who are the decision makers)
- Overview and Scrutiny (the Committee which challenges the Cabinet)
- Budget and Policy information setting out how the Council will set its Budget



Full Council – The Council can only make changes to the Constitution at a meeting of the Full Council when all Councillors are invited to the meeting.



The Council employs a Monitoring Officer. One of his/her jobs is to keep the Constitution up to date. When changes are made in law, or by the Council, the Constitution must be updated.



When changes to the Constitution have been made, officers are instructed by the Monitoring Officer to update it and publish it on the Council's website.

The Constitution is a very large document. We do not provide our Councillors with a paper copy as they can look at it on the Council's website, as you can too.

If you have any questions about the Constitution please email your question to: j.grundy@preston.gov.uk

- **or post your question to: Julie Grundy
Head of Member Services
Preston City Council
Town Hall
Lancaster Road
Preston PR1 2RL**