

# Constitution



## Part 2: Articles of the Constitution

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### Article 2: Members of the Council

#### 2.1 Composition and Eligibility

##### Composition

The Council will comprise a maximum of 50 councillors, otherwise called elected members. All councillors will be elected by the voters of each electoral division in accordance with a scheme drawn up by the Boundary Commission in Wales and approved by the Welsh Government.

##### Eligibility

Only registered voters of the City Council or those living or working within the Newport City Council area will be eligible to hold the office of councillor.

#### 2.2 Election and Terms of Councillors

The regular election of councillors will normally be held on the first Thursday in May every four years or at a time determined by the Welsh Government.

The terms of office of Councillors will start on the fourth day after being elected and will finish on the fourth day after the date of the next regular election.

#### 2.3 Roles and Functions of All Councillors

##### Key roles

All councillors will:

- collectively be the ultimate policy-makers by agreeing a policy framework and budget;
- represent the interests of their electoral division and of individual constituents;
- respond to constituents' enquiries and representations, fairly and impartially;
- participate in the governance and management of the Council;
- maintain the highest standards of conduct and ethics;
- contribute to the continual improvement of Council services.

##### Rights and duties

- 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 and this constitution.

- Councillors will not make public information that is confidential or exempt without the consent of the Council or divulge information given in confidence to anyone other than a councillor or officer entitled to know it. For these purposes, "confidential" and "exempt" information are defined in the Access to Information Rules in Part 4 of this Constitution.

## **2.4 Conduct**

Councillors will at all times observe the Members' Code of Conduct and the Protocol on Member/Officer Relations set out in Part 5 of this Constitution.

## **2.5 Allowances**

Councillors will be entitled to receive allowances in accordance with the Members' Allowances Scheme set out in Part 6 of this Constitution and as prescribed by the Independent Remuneration Panel.

## **2.6 Role Descriptions and Person Specifications**

The Council has adopted Framework Member Role Descriptions and Person Specifications for inclusion in the Council's Constitution, recognising that these documents are not for use as job descriptions and/or being used as requirements for political appointment to specific roles in the Council.

The Framework Member Role Descriptions and Person Specifications are set out in the appendix to this Article.