

## **PART 2 ARTICLE 3 - PART 2 ARTICLE 3 - CITIZENS AND THE COUNCIL**

### **1. Citizens' rights**

1.1 The Council welcomes participation by citizens in its work and has put in place procedures allowing public participation in meetings to enable citizens to influence the Council's decision making process. Citizens have the rights set out below. Their rights to information are explained in more detail in the Access to Information Procedure Rules in **Part G2-Part 4F** of the constitution.

### **2. Voting**

2.1 Citizens on the electoral roll for the area have the right to vote and sign a petition to request a referendum for an elected mayor form of constitution.

### **3. Information**

Citizens have the right to:-

- 3.1 Attend meetings of the Council and its committees except where confidential or exempt information is likely to be disclosed, and the meeting is therefore held in private;
- 3.2 Attend meetings of the Executive when Key Decisions and other matters are being considered (except where confidential or exempt information is likely to be disclosed and part of the meeting is therefore held in private);
- 3.3 Find out from the forward plan what Key Decisions will be taken by the Executive and when;
- 3.4 See reports and background papers, and any records of decisions made by the Council and the Executive;
- 3.5 Inspect the Council's accounts and make their views known to the external auditor;
- 3.6 Receive information held by the Council subject to the Freedom of Information Act 2000; and
- 3.7 Inspect the Council's constitution.

#### **4. Participation (including petitions)**

Citizens have the right to:-

- 4.1 Speak at, submit petitions including e-petitions, and make deputations to meetings of the Council, its committees and the Executive in accordance with the Council's Public Participation Procedure as set out at ~~Appendix A to Part A4~~ Part 4G of the constitution;
- 4.2 Participate in and contribute to investigations by overview and scrutiny committees; and
- 4.3 Contact their local councillor about any matters of concern to them.

#### **5. Complaints**

Citizens have the right to complain to:-

- 5.1 The Council itself under its complaints procedure and receive a timely response;
- 5.2 The Council's Monitoring Officer about a breach of the Councillors' Code of Conduct, and receive a timely response;
- 5.3 The Ombudsman after using the Council's own complaints procedure; and
- 5.4 Their elected ward members.

#### **6. Citizens' responsibilities**

- 6.1 Citizens must observe the law in their dealings with councillors and officers.

**APPENDIX A**