

## Document control

<b>Organisation</b>	<b>City of Lincoln Council</b>
<b>Title</b>	<b>The Constitution of the City of Lincoln Council</b>
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<b>Owner - name and title</b>	<b>Cheryl Evans – Democratic Services and Elections Manager</b>
<b>Date</b>	<b>20 October 2020</b>
<b>Version</b>	<b>V1/2020</b>
<b>Protective marking</b>	<b>Not protectively marked</b>
<b>Next review date</b>	<b>September 2021</b>

## Document Amendment history

<b>Revision</b>	<b>Originator of change</b>	<b>Date of change</b>	<b>Change description</b>
<b>January 2014 –V1</b>	<b>S Swain</b>	<b>31 January 2014</b>	<b>Planning Delegations revised and Contract Procedure Rules updated</b>
<b>March 2014- V2</b>	<b>S Swain</b>	<b>18 February 2014</b>	Members Allowance Scheme updated with new allowances effective from 1 April 2014
<b>December 2014 – V3</b>	<b>S Swain</b>	<b>1 December 2014</b>	Revisions agreed at Full Council on the 25 November 2014
<b>March 2015 –V4</b>	<b>S Swain</b>	<b>16 March 2015</b>	Revisions agreed at Full Council on 24 February 2015
<b>May 2015 –V5</b>	<b>S Swain</b>	<b>15 May 2015</b>	Revisions agreed at Full Council on 14 April 2015 and general layout change.
<b>July 2015 –V6</b>	<b>S Swain</b>	<b>1 July 2015</b>	Revisions agreed at Full Council on 30 June 2015 (principally regarding Officer Employment Rules) and typographical correction relating to delegations under Lincoln City Council Act 1985.
<b>December 2015 – V7</b>	<b>S Swain</b>	<b>9 December 2015</b>	Revisions agreed at Full Council on 8 December 2015 relating to Contract Procedure Rules
<b>January 2016 –V1</b>	<b>S Swain</b>	<b>26 January 2016</b>	Revisions agreed at Full Council on 19 January 2016 relating to Member Code of Conduct.
<b>February 2016 –V2</b>	<b>S Swain</b>	<b>23 February 2016</b>	Revisions agreed at Full Council on 23 February 2016 relating to Management Structure and Audit Committee terms of reference..
<b>March 2016 – V3</b>	<b>S Swain</b>	<b>17 March 2016</b>	Incorporation of changes previously agreed by Council to the Financial Procedure Rules

<b>April 2016 – V4</b>	<b>S Swain</b>	<b>20 April 2016</b>	Incorporation of changes previously agreed by Council
<b>May 2016 – V5</b>	<b>S Swain</b>	<b>17 May 2016</b>	Incorporation of changes previously agreed by Council
<b>August 2016 – V6</b>	<b>S Swain</b>	<b>11 August 2016</b>	Incorporation of changes agreed by the Executive and Council
<b>October 2016 – V7</b>	<b>C Mason</b>	<b>18 October 2016</b>	Incorporation of changes agreed by the Planning Committee and Council
<b>December 2016 – V8</b>	<b>C Mason</b>	<b>6 December 2016</b>	Incorporation of changes agreed by Council
<b>January 2017 – V1</b>	<b>C Mason</b>	<b>11 January 2017</b>	Incorporation of changes agreed by Executive and Council
<b>February 2017 – V2</b>	<b>J Cullen</b>	<b>27 February 2017</b>	Incorporation of changes agreed by Council
<b>February 2018 – V1</b>	<b>G Watts</b>	<b>22 February 2018</b>	Incorporation of changes agreed by Council
<b>April 2018 – V1</b>	<b>G Watts</b>	<b>20 April 2018</b>	Incorporation of changes agreed by Council and changes agreed by City Solicitor via delegated authority
<b>July 2018 – V1</b>	<b>G Watts</b>	<b>24 July 2018</b>	Incorporation of changes agreed by Council
<b>November 2018 – V1</b>	<b>G Watts</b>	<b>19 November 2018</b>	Incorporation of changes agreed by City Solicitor via delegated authority following comprehensive review
<b>March 2019 – V1</b>	<b>G Watts</b>	<b>11 March 2019</b>	Incorporation of changes agreed by Council and changes agreed by City Solicitor via delegated authority
<b>March 2019 – V2</b>	<b>G Watts</b>	<b>25 March 2019</b>	Incorporation of changes to delegated powers agreed by the Executive
<b>May 2019 – V1</b>	<b>G Watts</b>	<b>15 May 2019</b>	Incorporation of changes agreed by Council
<b>January 2020 – V1</b>	<b>G Watts</b>	<b>10 March 2020</b>	Incorporation of changes agreed by Council and changes agreed by City Solicitor via delegated authority
<b>October 2021 – V1</b>	<b>C Evans</b>	<b>30 September 2021</b>	Incorporation of changes agreed by Council to the Equality and Diversity Panel Terms of Reference

### Distribution and training history

<b>Details</b>	<b>Date</b>
<b>Copies circulated to Democratic Services Officers, Solicitors, and the Deputy Chief Executive</b>	<b>18 May 2015</b>
<b>Copies circulated to Democratic Services Officers, Solicitors, and the Deputy Chief Executive</b>	<b>2 July 2015</b>
<b>Copies circulated to Democratic Services Officers, Solicitors, and the Chief Executive</b>	<b>26 January 2016</b>

<b>Copies circulated to Democratic Services Officers, Solicitors, and the Chief Executive</b>	26 February 2016
<b>Copies circulated to Democratic Services Officers, Solicitors, and the Chief Executive</b>	17 March 2016
<b>Copies circulated to Democratic Services Officers, Solicitors, and the Chief Executive</b>	20 April 2016
<b>Copies circulated to Democratic Services Officers, Solicitors, and the Chief Executive</b>	20 June 2016
<b>Copies circulated to Democratic Services Officers, Solicitors, and the Chief Executive</b>	11 August 2016
<b>Copies circulated to Democratic Services Officers, Solicitors, and the Chief Executive</b>	18 October 2016
<b>Copies circulated to Democratic Services Officers, Solicitors, and the Chief Executive</b>	12 December 2016
<b>Copies circulated to Democratic Services Officers, Solicitors, and the Chief Executive</b>	19 January 2017
<b>Copies circulated to Democratic Services Officers, Solicitors, and the Chief Executive</b>	13 April 2017
<b>Copies circulated to Democratic Services Officers, Solicitors and the Chief Executive</b>	22 February 2018
<b>Copies circulated to Democratic Services Officers, Solicitors and the Chief Executive</b>	20 April 2018
<b>Copies circulated to Democratic Services Officers, Solicitors and the Chief Executive</b>	22 November 2018
<b>Copies circulated to Democratic Services Officers, Solicitors and the Chief Executive</b>	11 March 2019
<b>Copies circulated to Democratic Services Officers, Solicitors and the Chief Executive</b>	25 March 2019
<b>Copies circulated to Democratic Services Officers, Solicitors and the Chief Executive</b>	14 June 2019
<b>Copies circulated to Democratic Services Officers, Solicitors and the Chief Executive</b>	10 March 2020