

# 1 The Council's Constitution

This document is the Council's Constitution. It contains details of how the Council works, how decisions are made and where to find information about the Council.

Havant Borough Council is a non-metropolitan borough authority with statutory responsibility for delivering services within the Borough of Havant. The Council was incorporated on 1 April 1974 following the Local Government Act 1972.

Havant Borough Council (usually referred to in this Constitution as simply "the Council") has adopted a Constitution which sets out how the Council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local people. Some of these processes are required by the law, while others are a matter for the Council to choose.

Generally speaking the Council will exercise its powers and duties in accordance with the Constitution, unless the law requires the Council to do something else or the relevant provisions are waived.

Hyperlinks to other documents/sites are included where this will be helpful. All hyperlinks are coloured [blue like this](#).

Defined terms are included in the Glossary in Part 6. Terms in the Glossary and Parts of the Constitution are shown in bold **like this**.