

BURY COUNCIL CONSTITUTION

Approved by Council on 21 November 2001 and subsequently amended.

Revised edition 25 November 2020 - effective from 1 January 2021, except Part 3 Section 3 which is effective from 19 May 2021 (apart from 'Audit Committee Functions' which are effective from 1 January 2021).

Version X.

Bury Council Constitution (Version X)

Contents

Contents (Pages 9 - 10)

Part 1 - INTRODUCTION AND SUMMARY (Pages 11 - 12)

Part 2 - ARTICLES

Article 1 - The Council and the constitution (Pages 13 - 16)

Article 2 - Councillors (Pages 17 - 20)

Article 3 - Citizens and the Council (Pages 21 - 22)

Article 4 - The Council meeting (Pages 23 - 24)

Article 5 - The Leader and the Cabinet (Pages 25 - 26)

Article 6 - Council Committee Structure (Pages 27 - 28)

Article 7 - Joint Arrangements (Pages 29 - 32)

Article 8 - The Chief Executive and other staff (Pages 33 - 34)

Article 9 - Decision-making (Pages 35 - 36)

Article 10 - Finance, Contracts and Legal Matters (Pages 37 - 38)

Bury Council Constitution (Version X)

Part 3 - THE FUNCTIONS SCHEME

Section 1 Council Functions (Pages 39 - 46)

Section 2 - Local Choice Functions (Pages 47 - 50)

Section 3 - Committee Functions (Pages 51 - 64)

Section 4 - Cabinet Functions (Pages 65 - 68)

Section 5 - Scrutiny Function (Pages 69 - 72)

Section 6 - Additional Arrangements (Pages 73 - 76)

Section 7 - Officer Functions (Pages 77 - 96)

Part 4 - PROCEDURE RULES

Section 1 - Council Procedure Rules (Pages 97 - 114)

Section 2 - Committee Procedure Rules (Pages 115 - 136)

Section 3 - Access to Information Rules (Pages 137 - 148)

Section 4 - Budget and Policy Framework Rules (Pages 149 - 156)

Section 5 - Contract Procedure Rules (Pages 157 - 168)

Section 6 - Financial Regulations (Pages 169 - 198)

Section 8 - Officer Employment Procedure Rules (Pages 199 - 208)

Part 5 - THE CODES AND GUIDANCE

Section 1 - Councillor Code of Conduct (Pages 209 - 218)

Section 2 - Employee's Code of Conduct (Pages 219 - 226)

Section 3 - Protocol on Member and Officer Relations (Pages 227 - 242)

Section 4 - Anti Fraud and Corruption - Whistleblowing Policy (Pages 243 - 254)

Section 5 - Monitoring Officer Protocol (Pages 255 - 260)

Section 6 - Public Participation Guidance (Pages 261 - 268)

Section 7 - Probity in Planning Guidance (Pages 269 - 284)

PART 6

Councillors Allowance Scheme (Pages 285 - 292)

PART 7

CABINET PORTFOLIOS, MEMBERSHIP OF THE COMMITTEE AND COUNCIL MANAGEMENT STRUCTURE (Pages 293 - 302)

TERMS OF REFERENCE

Strategic Commissioning Board Terms of Reference (Pages 303 - 306)

Locality Board Draft Terms of Reference (Pages 307 - 312)

Health and Wellbeing Board Terms of Reference (Pages 313 - 318)

Radcliffe Cabinet Committee Terms of Reference (Pages 319 - 320)

Employment Panel Terms of Reference (Pages 321 - 322)

Joint Consultative Committee for Teachers Terms of Reference (Pages 323 - 326)

Corporate Joint Consultative Committee Terms of Reference (Pages 327 - 330)

Health & Safety Joint Consultative Committee Terms of Reference (Pages 331 - 332)

Corporate Parenting Board Terms of Reference (Pages 333 - 338)

Youth Cabinet Terms of Reference (Pages 339 - 342)

Overview and Scrutiny Committee Terms of Reference (Pages 343 - 346)

Health Scrutiny Committee Terms of Reference (Pages 347 - 350)

Children and Young People Scrutiny Committee (Pages 351 - 356)

Licensing and Safety Committee Terms of Reference (Pages 357 - 360)

Planning Committee Terms of Reference (Pages 361 - 362)

STANDARDS COMMITTEE TOR (Pages 363 - 366)

PART 8

Constitutional Review Timeline

Schedule for Review 2022.23

Item	Lead Officer
Local Choice Functions	Jacqui Dennis
Contracts procedure rules	Sarah Janusz/Sam Evans
Protocol on member and officer relations	Janet Witkowski
Anti-fraud and corruption - Whistleblowing policy	Sam Evans
Code of Conduct	Jacqui Dennis
Scheme of Delegation	All Executive Directors