

Classification	Item No.
Open	

Meeting:	Youth Council
Meeting date:	17 th July 2025
Title of report:	Bury Local Bee Network Forum
Report by:	Michael Cunliffe, Democratic Services
Decision Type:	Council
Ward(s) to which report relates	All

EXECUTIVE SUMMARY:

The Council's constitution was reviewed and updated at the Annual General Meeting held in May 2025. Since then, a Democratic Arrangement Forum (DAF) meeting has been held and reviewed the terms of reference for the Local Bee Network Forum. DAF proposed amendments as set out in this report in relation to the Bury Local Bee Network Forum.

Members of Council agreed to the following at the full Council meeting held on the 16th July 2025:-

Adopt the proposed changes at appendix 1 to the terms of reference (Highlighted in red text).

RECOMMENDATIONS:

That a Member of the Youth Council is appointed and attends meetings as a young person representative for the municipal year 2025-2026.

The following Local Bee Network Forum meetings start at 6.00pm and are held in Bury Town Hall.

- Thursday 25th September 25
- Thursday 4th December 25
- Tuesday 17th March 26

INTRODUCTION

The amended terms of reference for the Bury Local Bee Network Forum adopted by Council will be included in the Council's Constitution, the proposed changes are:

- The Bury Local Bee Network Forum to accommodate public question time on the agenda for a duration of 30 minutes.
- **A young person representative from the Youth Council to be represented and sit on the Forum.**

Democratic Arrangements Forum agreed to seek Council approval to change the terms of reference of the Forum to allow public participation in the Forum, Members also wished to ensure that the Forum had representation from young persons.

Bury's Council Constitution is organised into 9 Parts (many divided into a number of sections). The existing Council's Constitution is available on the Council's website:

Community impact/links with Community Strategy

An up-to-date Constitution will ensure decisions are taken lawfully and in an open and transparent manner.

Equality Impact and considerations:

An up to date Constitution will ensure decisions contribute to the advancement of equality and good relations and demonstrate that we are paying 'due regard' in our decision making in the design of policies and in the delivery of services.

Assessment of Risk:

The following risks apply to the decision:

Risk / opportunity	Mitigation
Legal Challenge	An up-to-date Constitution will ensure decisions are taken lawfully and in an open and transparent manner.

Consultation:

Group Leaders and the Mayor at the Democratic Arrangements Forum

Legal Implications:

Section 9P of the Local Government Act 2000 as amended sets out the duty of the Council to prepare and keep up to date its constitution as follows:

(1) A local authority must prepare and keep up to date a document (referred to in this section as its constitution) which contains—

- (a) a copy of the authority's standing orders for the time being,
- (b) a copy of the authority's code of conduct (if any) for the time being under section 28 of the Localism Act 2011,
- (c) such information as the Secretary of State may direct, and
- (d) such other information (if any) as the authority considers appropriate.

A local authority must ensure that copies of their constitution are available at their principal office for inspection by members of the public at all reasonable hours. A local authority must supply a copy of their constitution to any person who requests a copy and who pays to the authority such reasonable fee as the authority may determine. The Bury constitution is made available on our public website.

It is for the Monitoring Officer to monitor and review the operation of the constitution on an ongoing basis and where necessary bring forward amendments to Council.

Financial Implications:

There are no financial implications arising from this report.

Report Author and Contact Details:

Jacqui Dennis, Monitoring Officer

List of Appendices:

Terms of Reference