

Classification	Item No. 5
Open / Closed	

Meeting:	Standards Committee
Meeting date:	12 th February 2026
Title of report:	Officer & Member Protocol
Report by:	Jacqui Dennis, Director Law & Governance
Decision Type:	For comment
Ward(s) to which report relates	N/A

Executive Summary:

As part of the 2025-2026 constitution annual review plan and also included on the Standards Committee work programme for this Municipal year. The Officer Code of Conduct defines the standards of behaviour expected from all staff at Bury Council. Its primary objective is to promote transparency, accountability, and the prudent use of public resources. To remain effective, the code should be subject to periodic review and any revisions.

Members are asked to consider the current constitution, Part 5 The Codes and Conduct, Section 3, Protocol on Member and Officer relations.

<https://councildecisions.bury.gov.uk/documents/s45700/Section%203%20-%20Protocol%20on%20Member%20and%20Officer%20Relations.pdf>

Attached as appendix 1 to the agenda pack is the draft updated Officer and Member Protocol.

This Protocol sets clear expectations for how elected Members and Officers work together in the public interest. It promotes mutual respect, impartiality and effective decision making, and provides practical rules for day-to-day interactions, including hybrid and digital working, media handling, safeguarding, equality, and the pre-election (“purdah”) period.

Once Standards Committee have agreed a final version, the protocol would go to full Council for approval before the constitution is amended and a review for this item would take place every two years.

Recommendation(s)

Members are asked to review the draft protocol and provide their thoughts at the Standards Committee meeting or submit their comments to the Director Law & Governance.

Report Author and Contact Details:

Jacqui Dennis – Director of Law & Governance
J.dennis@bury.gov.uk

Background papers:

The Council's Constitution
<https://councildecisions.bury.gov.uk/ieListDocuments.aspx?CId=350&MId=4110&Ver=4&Info=1>