



**Service Director – Legal, Governance and
Commissioning**

Samantha Lawton

Governance and Commissioning

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Decision Summary

**Committee:
AUDIT COMMITTEE**

Date:

Committee Clerk:

TEL:

CORPORATE GOVERNANCE AND

FRIDAY 7 MARCH 2025

Nicola Sylvester

01484 221000

Chair

Councillor John Taylor

Councillors Attended

Councillor James Homewood

Councillor Angela Sewell

Councillor Caroline Holt

Councillor Kath Pinnock

Councillor Imran Safdar

Attendees

Co-optees

Ex-Officio Members

Observers

Apologies

Chris Jones (Co-Optee)

2 Minutes of Previous Meeting

To approve the Minutes of the meeting of the Committee held on 21st February

2025.

RESOLVED- That the minutes of the meeting held on 21st February 2025 be approved as a correct record.

7 District Heating Update

To receive the District Heating Update.

Contact: Scott Wise, Head of Assets and Development.

RESOLVED -

- 1) That the District Heating report be approved.
 - 2) That Officers provide the committee with details on the following:
 - (i) The pricing structure that included extensive solar panels installed,
 - (ii) Confirmation on the legal position regarding the Housing Revenue Account,
 - (iii) Information on how the energy price cap increase/decreases would impact residents,
 - 3) That Officers provide a report at a future committee meeting providing full detail of actions against each area identified in the internal audit recommendations.
 - 4) That Officers provide a report at a future committee meeting providing full details of the Housing Revenue Account,
 - 5) That Officers provide a report at a future committee meeting providing an update on arrangements for management of the operational and financial aspects of the District Heating function.
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8 Proposed Revisions to Financial Procedure Rules

To receive the Proposed Revision to Financial Procedure Rules report.

Contact: Martin Dearnley, Head of Risk,
Kevin Mulvaney, Service Director, Finance.

RESOLVED-That the changes contained within the appendix and track changed document in the proposed revisions to Financial Procedure Rules be approved and recommended to Council.

9 Proposed Revisions to Contract Procedure Rules March 2025

To receive the Proposed Revisions to Contract Procedure Rules March 2025 report.

Contact: Ruth Calladine, Head of Procurement.

RESOLVED- That the proposed revisions to Contract Procedure rules March 2025 be recommended to Council for approval.

10 Constitution Updates

To receive the Constitution Updates Report.

Contact: David Stickley, Principal Lawyer.

RESOLVED-

- 1) That the Constitution Update Report be approved with the following amends and recommended to Annual Council:
 - (i) That 5 (6) wording of “where practicable” be reworded
 - (ii) That at 14 (6) wording includes the word or
 - (iii) That gifts in appendix E be amended to less than £25
- 2) That 11 (6) be agreed at Annual Council
- 3) That Appendix B be amended as below:
 - (i) Point 5 to add “to assess the progress made by the council in implementing the recommendations made by the External Auditor
 - (ii) Point 7.1 to add “systems for risk management”
 - (iii) Point 9 to reword to include approval of the recommendation of payments
 - (iv) Removal of point 12
 - (v) Point 14 to include making charity and charitable trust decisions required of the council other than whereas corporate trustees those decisions are those of the Cabinet.

11 Councillor and Officer Protocol Update

To receive the Councillor and Officer Protocol Update report.

Contact: David Stickley, Principal Lawyer.

RESOLVED- That the Councillors and Officers Protocol be recommended to Council with the following amendments:

- (i) That the Distinct Roles of Councillors be amended to advise that Councillors cannot amend Officer recommendations,
 - (ii) That What Councillors can expect from Officers be reworded to consider friendships/relationships between Councillors and Officers.
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12 Proposal for the Review of Procurement Practices in accordance with the Council Motion resolved on 13 November 2024

To receive the Proposal for the Review of Procurement Practices in accordance with the Council Motion resolved on 13 November 2024 report.

Contact: Ruth Calladine, Head of Procurement.

RESOLVED- That the Committee agree to oversee the review of procurement practice to address the motion agreed at Cabinet on 13 November 2024.

13 Agenda Plan

To review the 2024/25 Agenda Plan.

RESOLVED- That the updated Agenda Plan be noted.
