



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

**Samantha Lawton**

Governance and Commissioning

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## **Decision Summary**

**Committee:  
COMMITTEE**

**CORPORATE GOVERNANCE AND AUDIT**

**Date:**

**FRIDAY 20 FEBRUARY 2026**

**Committee Clerk:**

**Nicola Sylvester**

**TEL:**

**01484 221000**

### **Chair**

Councillor John Taylor

### **Councillors Attended**

Councillor James Homewood

Councillor Kath Pinnock

Councillor Angela Sewell

Councillor Eric Firth (Substitute)

Councillor Bill Armer (Substitute)

### **In attendance**

Rachel Spencer-Henshall, Deputy Chief Executive and Executive Director for Public Health and Corporate Resources

Ruth Calladine, Head of Procurement & Commissioning Support

Martin Dearnley, Head of Risk - Internal Audit & Risk Management

Samantha Lawton, Service Director - Legal & Commissioning (Monitoring Officer)

Greg Charnley, External Audit

### **Ex-Officio Members**

Councillor Nosheen Dad, Cabinet Member - Adult Social Care and Corporate

### **Apologies**

Councillor Harry McCarthy

Councillor Caroline Holt

Councillor Graham Turner (ex-officio)

Nicholas Booth (Co-Optee)

Andrew North (Co-Optee)

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## **2 Minutes of Previous Meeting**

To approve the Minutes of the meeting of the Committee held on 30<sup>th</sup> January 2026.

**RESOLVED –**

That the Minutes of the meeting held on the 30<sup>th</sup> January 2026 be approved as a correct record.

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## **7 External Auditor Progress Update**

To receive a verbal progress update.

Contact: Greg Charnley (External Audit)

**RESOLVED –** That the verbal progress update be noted.

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## **8 Proposed Revisions to Financial Procedure Rules**

To receive the Proposed Revisions to Financial Procedure Rules report.

Contact: Martin Dearnley, Head of Risk

**RESOLVED –**

1. That the changes as detailed in the report be approved and recommended to Council for approval.
  2. Officers to report back to a future meeting of the Committee on how projects which are identified for inclusion in the Capital plan, are then considered by Council.
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## **9 Proposed Revisions to Contract Procedure Rules March 2026**

To receive the Proposed Revisions to Contract Procedure Rules March 2026 report.

Contact: Ruth Calladine, Head of Procurement

**RESOLVED –**

1. That the proposed amendments to Contract Procedure Rules (CPRs) be noted and recommended for approval by Council on 11 March 2026.
  2. That the information provided on the example illustrating the life cycle of a contract be noted.
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## 10 Constitution Updates

To receive the Constitution Updates report.

Contact: Samantha Lawton, Service Director Legal and Commissioning  
(Monitoring Officer)

### **RESOLVED –**

1. That the Monitoring Officer delegations in Appendix A be noted.
2. That the suggested amendments to the following areas set out at paragraph 2 of the report, be recommended to Council:-
  - Councillor Safeguarding protocol
  - Council procedure rules
  - Protocol for Public Speaking at Planning Committee
  - Responsibility for Non- Executive functions - CGA – Terms of Reference
  - Responsibility for Non-Executive functions - Appeals Panel – Terms of Reference
3. That the work of the cross-party Constitution Working Group be noted.
4. That it be noted that the Constitution has been subject to a review and no amendments other than those set out below are required at this time.
5. That the amendments to the Constitution be noted and recommended to Council for approval.

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## 11 Internal Audit Quarterly Report 3 2025-26 (October 2025 to December 2025)

To receive the Internal Audit Quarterly report 3 2025-26, October 2025 to December 2025.

Contact: Martin Dearnley, Head of Risk

**RESOLVED –** That the Internal Audit Quarterly report 3 2025-26, October 2025 to December 2025 be noted.

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## 12 Exclusion of the Public

To resolve that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

**RESOLVED-** That acting under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act, as specifically state in the undermentioned minute.

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**13 Internal Audit Quarterly Report 3 2025-26 (October 2025 to December 2025)**

Exempt appendix in relation to agenda item 11.

**RESOLVED** – That the Committee noted the exempt information, which was an appendix to Agenda item 11.

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**14 Agenda Plan**

To review the Committee Agenda plan for 2025/26.

Contact: Nicola Sylvester, Principal Governance Officer

**RESOLVED** – That the Agenda Plan for 2025/26 be noted.

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