APPENDIX B

GOVERNANCE, FINANCE AND RESOURCES COMMITTEE

3 November 2026

Extract of Minutes – Recommendations to Council

<table>
<tr><td>24.4</td><td colspan="2">Annual Review of Policies and Procedures

The Committee considered the annual review of the Council's governance documents, including:

• Financial Regulations
• Standing Orders
• Reserves Policy
• Investment Strategy
• Risk Management Policy
• Risk Register
• Community Infrastructure Levy Policy

Detailed discussions took place on the various policies, with particular focus on the Financial Regulations.

Members noted that the Standing Orders Working Group was due to commence its review of the revised documents. It was agreed that any comments or suggested amendments arising from the discussions would be forwarded to the Working Group at its meeting the following day to enable the documents to be finalised in readiness for ratification by Council on 24 November 2026.

It was agreed that the Community Infrastructure Levy Working Group should reconvene to undertake a review of that policy and report back with recommendations. The Working Group to comprise of Councillors Alcock, Coles, Vos and the RFO.</td></tr>
<tr><td></td><td>RECOMMENDED</td><td>That the following policies and procedures, as amended, be adopted:-

• Financial Regulations
• Reserves Policy
• Investment Strategy
• Risk Management Policy
• Risk Register</td></tr>
<tr><td>24.5</td><td colspan="2">Appointment of Deputy Chief Officer and Deputy Town Clerk

The Committee considered a report regarding the appointment of a Deputy Town Clerk and Deputy Chief. Members welcomed the appointment of Victoria Flynn on a year secondment basis and</td></tr>
</table>

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	recognised the additional management capacity and resilience the role would provide.	
	RECOMMENDED	**That the appointment of Victoria Flynn as Deputy Town Clerk and Deputy Chief Officer on an interim basis for an initial period of one year through a secondment arrangement be approved.**