

To receive an updated report on Town Council policies and processes and consider any actions and associated expenditure

Report to: Policy and Finance

Date of Report: 06.07.26

Officer Writing the Report: Town Clerk / RFO

Purpose of the report: To provide Members with an update on the Town Council's governance work.

Pursuant Minute: Policy and Finance 09.04.26 – minute 20/26/27

Officer's Recommendations

To note the report.

Report Summary

The Town Clerk met with CALC to work through Stage 2 of the Town Council's governance review. Approximately 8–10 policies remain to be reviewed, along with final formatting amendments, before they can be presented to an Extraordinary Policy and Finance Committee meeting for consideration.

This has been a significant and detailed piece of work, and I trust that the Council will fully embrace and adhere to the revised governance framework, subject to its recommendation to Full Council for approval.

Throughout this process, it has become apparent that governance can sometimes be viewed as an inconvenience or administrative burden. However, effective governance is a fundamental part of the Council's day-to-day operations.

It is not intended to make processes more difficult; rather, it provides the structure, guidance, accountability, and safeguards necessary to support the Council's activities, protect councillors and staff, and ensure decisions are made transparently and consistently.

It is hoped that the improvements introduced through this review will provide a strong foundation for the Council, enabling it to operate with greater confidence, clarity, and good governance over the coming years.

Signature of Officer:

Town Clerk / RFO