

## Appendix 1 – List of Proposed Amendments to the Constitution

### Part 4 Who carries out executive responsibilities

Part	Current	Change	Reason
4.4 Delegation to Officers	All executive functions except the ones in Part 4.5, 4.6, and 4.7 and any executive functions delegated to the Shareholder and Joint Venture Group (see Part 3 Annex 1) are delegated to the officers in the senior management structure (Part 9.1 and Part 9: Annex 1).	All executive functions except the ones in Part 4.5, and 4.6 and any executive functions delegated to the Shareholder and Joint Venture Group (see Part 3 Annex 1) are delegated to the officers in the senior management structure (Part 9.1 and Part 9: Annex 1).	Following approval at Cabinet in April 2025, this allows Ward Member Budget spend and Neighbourhood Community Infrastructure Levy applications to be delegated to officers, which was already standard practice for approving Ward Member Budget spend application and neighbourhood CIL decisions.
4.4 Delegation to Officers	<i>New</i>	Details of the following decisions taken by officers under delegated powers will be published on the Council website <ul style="list-style-type: none"> <li>a. Any Ward Member Budget and Community Infrastructure Levy application decisions</li> </ul>	To ensure transparency and to be in line with other delegated decisions from Cabinet, a requirement in the Constitution to publish all ward member decisions
4.7 (d) Ward Member Spend	Any spend must be approved by the Monitoring Officer and the Chief Finance Officer.	Any WMB spend must be approved by the Director of Communities and Citizens' Services, following consultation with the Director of Law, Governance and Strategy (Monitoring Officer), the Group Finance Director	An updated process for approving Ward Member Budget spend application decisions

		(Section 151 Officer) and the Director of Planning and Assets.	
4.7 (e) Ward Member Spend <i>New</i>	Any spend must be approved by the Monitoring Officer and the Chief Finance Officer. CIL allocations must also be approved by the Director of Planning and Regulation.	Any CIL spend must be approved by the Director of Planning and Regulation following consultation with the Director of Law, Governance and Strategy (Monitoring Officer), the Group Finance Director (Section 151 Officer) and the Director of Planning and Assets where appropriate.	An updated process for approving councillor neighbourhood Community Infrastructure Levy applications

Part 5 Who carries out Council responsibilities?

Part	Current	Change	Reason
5.15 Other Council Responsibilities	<p>Power to appoint staff and to set their terms and conditions (including procedures for dismissing them); Local Government Act 1972, Section 112</p> <p>Subject to the Employment Rules (Part 20) Appointments Committee appoints Deputy Chief Executives and Directors and any chief officer any deputy chief officers as defined in legislation. It also recommends to Council appointments of the Chief Executive and designation of Head of Paid Service, Chief</p>	<p>Power to appoint staff and to set their terms and conditions (including procedures for dismissing them); Local Government Act 1972, Section 112</p> <p>Subject to the Employment Rules (Part 20) Appointments Committee appoints Deputy Chief Executives and Directors and any chief officer any deputy chief officers as defined in legislation. It also recommends to Council appointments of the Chief Executive and designation of Head of Paid Service, Chief Finance (Group Finance Director) Officer and Monitoring Officer (Director of Law, Governance and Strategy).</p>	To give the Chief Executive delegated authority to amend any HR policy or procedure to be in line with the law instead of approval being required from the Full Council. All new policies will continue to be subject to approval by the Full Council.

	<p>Finance (Group Finance Director) Officer and Monitoring Officer (Director of Law, Governance and Strategy).</p> <p>The Chief Executive, or any Deputy Chief Executive or can appoint Service Directors and put in place arrangements for staffing including redesign, restructures and allocation of responsibilities. The Deputy Chief Executives and Directors can only make such arrangements <i>subject to budget approval</i> in relation to their own areas of responsibility.</p> <p>Service Directors appoint everyone else (except Chief Executive appoints where a contract for personal services is used)</p> <p>Council sets collective terms and conditions, to include the Disciplinary Policy, other than pay which is delegated to the Chief Executive to implement in respect of all staff, other than the Chief Executive's own pay and that of any Deputy Chief Executive and Directors, in</p>	<p>The Chief Executive, or any Deputy Chief Executive or can appoint Service Directors and put in place arrangements for staffing including redesign, restructures and allocation of responsibilities. The Deputy Chief Executives and Directors can only make such arrangements <i>subject to budget approval</i> in relation to their own areas of responsibility.</p> <p>Service Directors appoint everyone else (except Chief Executive appoints where a contract for personal services is used)</p> <p>Council sets collective terms and conditions, to include the Disciplinary Policy, other than pay which is delegated to the Chief Executive to implement in respect of all staff, other than the Chief Executive's own pay and that of any Deputy Chief Executive and Directors, in accordance with national or local pay award/review schemes.</p> <p>Deciding upon the salary of the Chief Executive, Assistant Chief Executives and Executive Directors is the responsibility of the Appointments Committee other than the Chief Executive, Monitoring Officer and</p>	
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	<p>accordance with national or local pay award/review schemes.</p> <p>Deciding upon the salary of the Chief Executive, Assistant Chief Executives and Executive Directors is the responsibility of the Appointments Committee other than the Chief Executive, Monitoring Officer and Chief Finance Officer, for who it must make recommendations to Council.</p> <p>The Chief Executive, Deputy Chief Executives, Executive Directors and Service Directors may manage their staff and take any disciplinary action necessary in accordance with the Disciplinary Policy and Procedure subject to the Employment Rules.</p>	<p>Chief Finance Officer, for who it must make recommendations to Council.</p> <p>The Chief Executive, Deputy Chief Executives, Executive Directors and Service Directors may manage their staff and take any disciplinary action necessary in accordance with the Disciplinary Policy and Procedure subject to the Employment Rules.</p> <p>The Chief Executive shall have delegated authority to amend any HR policy or procedure otherwise reserved to Council where there is a requirement to make changes to comply with the law.</p>	
5.16 Other Council responsibilities	Section 23 – Duty to help in European parliamentary elections; European Parliamentary Elections Act 1978, Paragraph 4(3) and 4(4) of Schedule 1; Returning Officer	<i>Removed</i>	As the United Kingdom is no longer part of the European Union, the Council is no longer required to partake in the European parliamentary elections.

Part 7 Role of decision taking committees

Part	Current	Change	Reason
7.5 (b) Audit and Risk	<i>New</i>	Approving the Council's Internal Audit Plan	To ensure the Council complies with the Internal Audit Plan, as specified by the Accounts and Audit Regulations 2015

Part 9 Role of Officers

Part	Current	Change	Reason
9.3 Role of Head of Pay Service	<i>New</i>	The Head of Paid Service can approve amendments to any HR policies, which are otherwise reserved to Full Council, to the extent required from to reflect legislative changes without the requirement to have such changes approved by Full Council where they are required due to the change in law.	To give the Chief Executive delegated authority to amend any HR policy or procedure to be in line with the law instead of approval being required from the Full Council. All new policies will continue to be subject to approval by the Full Council.

Part 21 Legal rules

Part	Current	Change	Reason
21.3 Common Seal of the Council	The common seal of the Council will be kept by the Director of Law, Governance and Strategy. It will be attested by the Director of Law, Governance and Strategy or a	The common seal of the Council will be kept by the Director of Law, Governance and Strategy. It will be attested by the Director of Law,	To allow the use of the Council's Common Seal to be physical or digital.

	<p>senior officer nominated by her or him.</p> <p>The Council will keep a book recording when the common seal is used. The book will be signed by the officer who attests the seal.</p> <p>The Council chooses not to make Tree Preservation Orders under seal. They are signed and then issued.</p>	<p>Governance and Strategy or a senior officer nominated by her or him.</p> <p>The Council will keep a book recording when the common seal is used. The book will be signed by the officer who attests the seal.</p> <p>The Council chooses not to make Tree Preservation Orders under seal. They are signed and then issued.</p> <p>The Common Seal of the Council can be either physical or digital.</p>	
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#### Part 22 Members Code of Conduct

Part	Current	Change	Reason
22.5 (e) Declaring Interests	Under section 33 of the Localism Act 2011 the following dispensations were granted for four years from 1 October 2022	Under section 33 of the Localism Act 2011 the following dispensations were granted for four years from 1 October 2026	Following approval at Standards Committee in March 2026 to extend the general dispensations for all Members for a further four years.

#### Part 23 Whistleblowing Policy

Part	Current	Change	Reason
25.1 Introduction	In this Policy 'Whistleblowing' means the reporting by staff of suspected misconduct, illegal acts or failure to act within the Council.	In this Policy 'Whistleblowing' means the reporting by staff, contractors or consultants of suspected misconduct, illegal acts or failure to act within the Council.	To more accurately reflect the purpose of the Council's Whistleblowing Policy

	<p>The aim of this Policy is to encourage employees and others who have serious concerns about any aspects of the Council's work, to come forward and voice those concerns.</p> <p>This Policy intends to:</p> <ul style="list-style-type: none"> <li>• Encourage staff to report suspected wrongdoing as soon as possible, in the knowledge that their concerns will be taken seriously and investigated as appropriate, and that their confidentiality will be respected, as far as possible.</li> <li>• Encourage and enable staff to raise concerns within the Council rather than ignoring a problem or blowing the whistle externally.</li> <li>• Provide staff with guidance as to how to raise those concerns.</li> <li>• Reassure staff that they should be able to raise genuine concerns</li> </ul>	<p>The aim of this Policy is to encourage individuals to whom it applies, and who have serious concerns about any aspects of the Council's work, to come forward and voice those concerns.</p> <p>This Policy intends to:</p> <ul style="list-style-type: none"> <li>• Encourage the reporting of suspected wrongdoing as soon as possible, in the knowledge that concerns will be taken seriously and investigated as appropriate, and that their confidentiality will be respected, as far as possible.</li> <li>• Encourage and enable individuals to raise concerns within the Council rather than ignoring a problem or blowing the whistle externally.</li> <li>• Provide guidance as to how to raise those concerns.</li> <li>• Reassure individuals that they should be able to raise genuine concerns without fear of reprisals, victimisation, subsequent discrimination, disadvantage or dismissal, even if they turn out to be mistaken, provided the disclosure is made in the public interest.</li> </ul>	
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	<p>without fear of reprisals, victimisation, subsequent discrimination, disadvantage or dismissal, even if they turn out to be mistaken, provided the disclosure is made in the public interest.</p> <p>The Council is committed to conducting business with honesty and integrity and expects all staff to maintain high standards of conduct, in accordance with the Council's Employee Code of Conduct. However, all organisations face the risk of things going wrong from time to time, or of unknowingly harbouring illegal or unethical conduct. A culture of openness and accountability is essential in order to prevent such situations occurring or to address them when they do occur</p> <p>Staff are often the first to realise that there may be something seriously wrong within an organisation. It is not disloyal to colleagues or the</p>	<p>The Council is committed to conducting business with honesty and integrity, and expects all staff to maintain high standards of conduct, in accordance with the Council's Employee Code of Conduct. However, all organisations face the risk of things going wrong from time to time, or of unknowingly harbouring illegal or unethical conduct. A culture of openness and accountability is essential in order to prevent such situations occurring or to address them when they do occur</p> <p>Staff, contractors and consultants are often the first to realise that there may be something seriously wrong within an organisation. It is not disloyal to colleagues or the Council to speak up. The Council is committed to achieving the highest possible standards of service and the highest possible ethical standards in public life and in all of its practices. To help achieve these standards it encourages freedom of speech.</p>	
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	<p>Council to speak up. The Council is committed to achieving the highest possible standards of service and the highest possible ethical standards in public life and in all of its practices. To help achieve these standards it encourages freedom of speech.</p>		
25.2 What is Whistleblowing	<p>Any serious concerns that staff, have about service provision or the conduct of officers of the Council, or others acting on behalf of the Council, that make them feel uncomfortable in terms of known standards, are not in keeping with the Constitution or Council policies fall below established standards of practice or are improper behaviour, should be reported.</p> <p>This may relate to:</p> <ul style="list-style-type: none"> <li>• Criminal activity;</li> <li>• Miscarriages of justice;</li> <li>• Racial, sexual, disability or other discrimination;</li> <li>• Danger to health and safety;</li> </ul>	<p>Any serious concerns that staff, contractors or consultants have about service provision or the conduct of officers of the Council, or others acting on behalf of the Council, that:</p> <ul style="list-style-type: none"> <li>• make them feel uncomfortable in terms of known standards,</li> <li>• are not in keeping with the Constitution or Council policies</li> <li>• fall below established standards of practice or are improper behaviour,</li> </ul> <p>should be reported.</p> <p>This may relate to:</p> <ul style="list-style-type: none"> <li>• Criminal activity;</li> <li>• Miscarriages of justice;</li> <li>• Racial, sexual, disability or other discrimination;</li> <li>• Danger to health and safety;</li> <li>• Damage to the environment;</li> </ul>	To more accurately reflect the definition of whistleblowing

	<ul style="list-style-type: none"> <li>• Damage to the environment;</li> <li>• Failure to comply with any legal, or professional, obligation or regulatory requirements;</li> <li>• Unauthorised use of public funds or other assets;</li> <li>• Bribery;</li> <li>• Financial fraud or mismanagement;</li> <li>• Negligence;</li> <li>• Breach of our internal policies and procedures, including the Council's Employee Code of Conduct;</li> <li>• Conduct likely to damage our reputation;</li> <li>• Unauthorised disclosure of confidential information;</li> <li>• The deliberate concealment of any of the above matters.</li> </ul> <p>A whistleblower is a person who raises a genuine concern relating to any of the above, where he/she honestly and reasonably believes it to be in</p>	<ul style="list-style-type: none"> <li>• Failure to comply with any legal, or professional, obligation or regulatory requirements;</li> <li>• Unauthorised use of public funds or other assets;</li> <li>• Bribery;</li> <li>• Financial fraud or mismanagement;</li> <li>• Negligence;</li> <li>• Breach of our internal policies and procedures, including the Council's Employee Code of Conduct;</li> <li>• Conduct likely to damage our reputation;</li> <li>• Unauthorised disclosure of confidential information;</li> <li>• The deliberate concealment of any of the above matters</li> </ul> <p>A whistleblower is a person who raises a genuine concern relating to any of the above, where he/she honestly and reasonably believes it to be in the public interest to raise the concern. If a staff member is uncertain whether something is within the scope of this Policy, they should seek advice from the Monitoring Officer (Director of Law, Governance and Strategy).</p> <p>This Policy does not form part of any employee's contract of employment, and it may be amended at any time.</p>	
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	<p>the public interest to raise the concern.</p> <p>This policy should not be used for complaints relating to an individual's own personal circumstances, such as the way they have been treated at work. In those cases, the Grievance Procedure should be used.</p> <p>If a staff member is uncertain whether something is within the scope of this Policy, they should seek advice from the Monitoring Officer.</p> <p>This Policy does not form part of any employee's contract of employment, and it may be amended at any time.</p> <p>If an individual member of the public has a concern about services provided to him/her, it should be raised through the Council's complaints procedure.</p> <p>Complaints of misconduct by Councillors are dealt with under a separate procedure and should be referred to the Council's Monitoring Officer.</p>		
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25.3 What is not covered by the Policy	<i>New</i>	<p>This Policy should not be used for:</p> <ul style="list-style-type: none"> <li>• complaints relating to an individual's own personal circumstances, such as the way they have been treated at work. In those cases, the Grievance Procedure should be used.</li> <li>• Concerns or complaints any individual member of the public has about services provide to them. This should be raised through the Council's complaints process.</li> <li>• Concerns or complaints of misconduct of elected members, which should be referred to the Council's Monitoring Officer and dealt with under the Code of Conduct.</li> </ul> <p>In some instances, there may be matters which concern multiple of the above and, in such circumstances, the polices will be applied as fits the circumstances provided that all legal requirements are met by the Council in doing so.</p>	A new provision clearly setting out what is not covered by the Whistleblowing Policy
25.12 How do members of staff below the whistle (a) Saying that the whistle blowing	The whistle blower should wherever possible make it clear from the start that they	The whistle blower should wherever possible make it clear from the start that they want to use the whistle blowing procedure. Though it will ultimately be a decision based on the	An updated procedure for the use of the Whistleblowing Policy.

<p>procedure is being used</p>	<p>want to use the whistle blowing procedure.</p>	<p>contents of the complaint as to what policy applied to it where there are overlaps with other policies and processes of the Council as outlined in 25.3. In such cases a written explanation will be provided as to which policy applies to what elements and why.</p>	
<p>25.12 How do members of staff below the whistle (b) Putting concerns in writing</p>	<p>Whistleblowers should wherever possible put their concerns in writing, giving as much detail and including relevant dates. Whistleblowers are not expected to prove that their allegations are true, but they need to show that there are reasons for raising their concern and it was made in the public interest. If a whistleblower does not feel they can put their concerns in writing, they can be interviewed instead (25.10(c)).</p>	<p>Whistleblowers should wherever possible put their concerns in writing, giving as much detail and including relevant dates. Whistleblowers are not expected to prove that their allegations are true, but they need to show that there are reasons for raising their concern and it was made in the public interest. If a whistleblower does not feel they can put their concerns in writing, they can be interviewed instead (25.10(c)). Where possible any information or evidence in support of the complaint should be provided with the concerns.</p>	<p>Expanded provision now includes the requirement of evidence when using the Whistleblowing Policy.</p>
<p>25.12 How do members of staff below the whistle (c) Who should whistle blowers go to with their allegations</p>	<p>It is hoped that in many cases staff will be able to raise any concerns with their Service Director. They may be able to agree a way of resolving concerns quickly and effective mannerly.</p>	<p>In the first instance concerns should be raised with the relevant line manager or Service Director who may be able to agree a way of resolving concerns in a quick and effective manner.  Where the matter is more serious, or staff feel that their line manager or Service Director has not addressed the</p>	<p>The list of officers for who whistleblowers go to, this has been updated following changes to the Council's Corporate Leadership Team.</p>

	<p>Where the matter is more serious, or staff feel that their line manager or Service Director has not addressed the concern or if they prefer not to raise it with them for any reason, they should contact one of the following:</p> <ul style="list-style-type: none"> <li>• the Chief Executive</li> <li>• the Monitoring Officer</li> <li>• the Group Finance Director</li> <li>• the Investigations Manager, or the Director of Communities and Citizens' Services</li> </ul> <p>If the whistleblower suspects fraud or corruption, they can also go to the Council's internal auditors, BDO, or to the Council's appointed external auditors who are currently Ernst and Young, LLP.</p> <p>Chief Executive – Caroline Green – <a href="mailto:cgreen@oxford.gov.uk">cgreen@oxford.gov.uk</a>  Monitoring Officer – Emma Jackman – <a href="mailto:ejackman@oxford.gov.uk">ejackman@oxford.gov.uk</a>  Group Finance Director – Nigel</p>	<p>concern or if they prefer not to raise it with them for any reason, they should contact one of the following:</p> <ul style="list-style-type: none"> <li>• the Chief Executive</li> <li>• the Monitoring Officer (Director of Law, Governance and Strategy)</li> <li>• the Group Finance Director.</li> </ul> <p>If the whistleblower suspects fraud or corruption, they can also go to the Council's internal auditors, BDO, or to the Council's appointed external auditors who are currently Ernst and Young, LLP.</p> <p>Chief Executive – Caroline Green – <a href="mailto:cgreen@oxford.gov.uk">cgreen@oxford.gov.uk</a>  Monitoring Officer – Emma Jackman – <a href="mailto:ejackman@oxford.gov.uk">ejackman@oxford.gov.uk</a>  Group Finance Director – Alistar Rush – <a href="mailto:arush@oxford.gov.uk">arush@oxford.gov.uk</a></p> <p>Internal Auditors – Yasmin Ahmed, BDO – <a href="mailto:Yasmin.ahmed@bdo.co.uk">Yasmin.ahmed@bdo.co.uk</a></p> <p>External Auditors – Adrian Balmer, Ernst and Young – <a href="mailto:abalmer@uk.ey.com">abalmer@uk.ey.com</a></p>	
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	<p>Kennedy – <a href="mailto:nkennedy@oxford.gov.uk">nkennedy@oxford.gov.uk</a></p> <p>Director of Communities and Citizens' Services – Helen Bishop – <a href="mailto:hbishop@oxford.gov.uk">hbishop@oxford.gov.uk</a></p> <p>Investigations Manager – Scott Warner – <a href="mailto:swarner2@oxford.gov.uk">swarner2@oxford.gov.uk</a></p> <p>Internal Auditors – Yasmin Ahmed, BDO – <a href="mailto:Yasmin.ahmed@bdo.co.uk">Yasmin.ahmed@bdo.co.uk</a></p> <p>External Auditors – Adrian Balmer, Ernst and Young – <a href="mailto:abalmer@uk.ey.com">abalmer@uk.ey.com</a></p>		
<p>25.13 How will the Council respond to whistleblowing? (a) Notification of allegation <i>Now</i> (a) Notification of allegation and preliminary investigations</p>	<p>Upon receipt of an allegation under this Policy the person receiving the allegation must immediately notify in writing the Monitoring Officer and the Group Finance Director and the Director for Communities and Citizen Services (unless the allegation relates to one or more of them) of the nature of the disclosure made.</p>	<p>Upon receipt of an allegation under this Policy the person receiving the allegation must immediately notify in writing the Monitoring Officer and the Group Finance Director (unless the allegation relates to one or more of them) of the nature of the disclosure made.</p> <p>The officers will carry out initial enquires and, where required, preliminary investigations, in order to determine next steps. This may include an initial discussion with the person making the complaint.</p>	<p>Updated to reflect how the Council will respond to an allegation to include a preliminary investigation.</p>

<p>25.13 How will the Council respond to whistleblowing? (b) Appointment of an officer to investigate</p>	<p>The person receiving the complaint will agree, in consultation with the Monitoring Officer, the Group Finance Director and the Director for Communities and Citizens' Services how (unless the allegation relates to one or more of them) the allegation will be investigated and write to the whistleblower within 10 working days. The letter should:</p> <ul style="list-style-type: none"> <li>• acknowledge that the whistleblower has used the Whistleblowing Policy</li> <li>• say how their concern will be dealt with and how long they think this will take</li> <li>• tell them whether any initial enquiries have been made</li> <li>• say what further action will be taken (or say why no further action will be taken)</li> <li>• Tell them they have the right to bring someone with them to any meetings they have to attend about the allegation.</li> </ul>	<p><i>Remove</i></p>	<p>This has been amalgamated into Part 25.13 (c)</p>
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<p>25.13 How will the Council respond to whistleblowing? (b) Interviews <i>Formally (c)</i></p>	<p>If the whistleblower has not put their concerns in writing, they may be interviewed. The whistleblower may bring a colleague of Union representative to any meetings held under this Policy. The companion must respect the confidentiality of the disclosure and any subsequent investigation. A summary of the interview will be made which should be signed by the person conducting the interview and the whistle blower.</p>	<p>Where there is a need, either in the preliminary investigation or full investigation where initiated, the whistle-blower may be invited to an interview. The whistleblower may bring a colleague of Union representative to any meetings held under this Policy. The companion must respect the confidentiality of the disclosure and any subsequent investigation. A summary of the interview will be made which should be signed by the person conducting the interview and the whistle blower.</p>	<p>An updated section to explain the purpose of the interview as part of an investigation.</p>
<p>25.13 How will the Council respond to whistleblowing? (c) Appointment of an officer to investigate</p>	<p><i>New</i></p>	<p>Where it is considered that further investigation is required, the person receiving the complaint will agree, in consultation with the Monitoring Officer and the Group Finance Director how (unless the allegation relates to one or more of them) the allegation will be investigated and write to the whistleblower within 10 working days. The letter should:</p> <ul style="list-style-type: none"> <li>• acknowledge that the whistleblower has used the Whistleblowing Policy</li> </ul>	<p>This new section includes 25.13 (c) and further details of the whistleblowing process.</p>

		<ul style="list-style-type: none"> <li>• say how their concern will be dealt with and how long they think this will take</li> <li>• tell them whether any initial enquiries have been made</li> <li>• say what further action will be taken (or say why no further action will be taken)</li> <li>• Tell them they have the right to bring someone with them to any meetings they have to attend about the allegation.</li> </ul>	
25.13 How will the Council respond to whistleblowing? (d) Further action	<p>After preliminary investigation the Council will take further action if the investigation officer decides it would be in the public interest to do so. Further action may include:</p> <ul style="list-style-type: none"> <li>• Arranging an investigation by management or internal auditors</li> <li>• Arranging a disciplinary process</li> <li>• Referring allegations to the police</li> <li>• Referring allegations to the external auditor</li> </ul>	<p>Where a full investigation is required the Council will take such further action as is necessary to fully investigate the matter. Further action may include:</p> <ul style="list-style-type: none"> <li>• Arranging an investigation by management or internal auditors</li> <li>• Arranging a disciplinary process</li> <li>• Referring allegations to the police</li> <li>• Referring allegations to the external auditor</li> <li>• Arranging an independent inquiry if the allegations are very serious or complicated</li> </ul>	An update to the procedure for further action following a full investigation

	<ul style="list-style-type: none"> <li>• Arranging an independent inquiry if the allegations are very serious or complicated</li> </ul>		
25.17 How to respond to a whistleblowing concern – Flow chart	Designated Officers will write to complainant within 10 working days of receiving complaint	Designated Officers will write to complainant within 10 working days of receiving complaint to confirm its conclusions and any actions proposed.	The flow chart has been updated to be in line with the changes above.

#### Part 26 Councillors' Allowances

Part	Current	Change	Reason
26.1 Basic allowance	Each councillor gets a basic allowance of £6,001 p.a.	Each councillor gets a basic allowance of £6,211.68 p.a.	Updated with the 2026-2027 uplift in line with the Council's Pay Policy Statement
26.3 Special responsibility allowances	Table for 2025-2026 allowances	Table for 2026-2027 allowances	Updated with the 2026-2027 uplift in line with the Council's Pay Policy Statement

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