

Dear Sir/Madam,

I am to inform you that a meeting of the **POLICY AND RESOURCES COMMITTEE** will be held in the Council Chamber, Council Offices, School Aycliffe Lane, Newton Aycliffe, on **WEDNESDAY, 7th SEPTEMBER 2016 at 7.15 p.m.**

Yours faithfully,

Town Clerk.

AGENDA

1. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

2. **MEMBERS' DISPENSATION**

To consider written requests for dispensations from members who have declared interests under Disclosable or Non-Disclosable Pecuniary Interests – Section 33 of the 2011 Localism Act.

3. **DECLARATIONS OF INTEREST**

To notify of any items that appear in the agenda in which you may have an interest that has not been recorded in the Members Register of Interests.

4. **PUBLIC QUESTIONS**

Members of the public are permitted to make representations, ask questions and give evidence in respect of any item of business included in the agenda. Questions will not be received by the Council which are in furtherance of a person's individual circumstances or which are about a matter where there is a right of appeal to the courts, a tribunal or government minister. A question will not be received by the Council where the issue it concerns has been the subject of a decision of the Council in the last six months.

5. **MINUTES**

To receive the minutes of the meeting of the Policy and Resources Committee held on the 6 July 2016. (Previously Circulated)

... 6. **PERSONNEL SUB-COMMITTEE**

To receive the minutes of the meetings of the Personnel Sub-Committee held on the 3rd and 17th August 2016.

... 7. **REVIEW SUB-COMMITTEE**

To receive the minutes of the meeting of the Review Sub-Committee held on the 24th August 2016.

... 8. **ACCOUNTS CONTROL SHEETS**

To receive the account control sheets for the period 1st July to the 26th August 2016 and the General Bank Accounts for June and July 2016.

... 9. **GRANTS / DONATIONS**

To receive the attached report from the Town Clerk.

10. **POLICY AND RESOURCES COMMITTEE VACANCY**

To receive nominations to fill the vacancy on the Policy and Resources Committee following the change made to the composition of members on that Committee. (Minute No. 47 (iii) of the Council meeting held on the 13th July refers).

11. **POLICIES TO ADOPT**

To approve the following policies of the Council:-

- ... (a) Maternity, Adoption and Surrogacy Leave
- ... (b) Paternity Leave
- ... (c) Parental leave
- (d) To note the deletion of Adoption Leave Policy which is now included in the Maternity, Adoption and Surrogacy Leave Policy.
- ... (e) Model Publication Scheme – Attachment indicates amendments
- ... (f) Confidential Reporting – Attachment indicates amendment
- ... (g) No Smoking – Attachment indicates amendment
- (h) Training Statement of Intent – Accepted subject to the title being changed to ‘Training and Development Policy’.
- (i) Public Access to Meetings – this be deleted from the policies list and the information be included in the Council’s Standing Orders.
- (j) Byelaws – No amendments.
- ... (k) Business Continuity Plan - Amended copy attached
- ... (l) Risk Management Strategy – Amended copy attached

... 12. **2017/2018 BUDGET SETTING FRAMEWORK AND TIMETABLE**

To consider the attached report from the Finance Manager.

... 13. **PROCUREMENT SUPPORT CONTRACT**

To consider the attached report from the Finance Manager.

MEMBERSHIP OF THE POLICY AND RESOURCES COMMITTEE

Councillors E. Adam, M. Ashcroft, J. Atkinson, P. Bergg, B. Blenkinsopp, A.M. Chandran, Mrs. B.A. Clare, J.D. Clare, J. Clark, N. Collinson, Mrs. M. Dalton, M.A. Dalton, R.S. Fleming, I. Gray, G.C. Gray, Mrs. S. Haigh, B. Hall, K. Henderson, Mrs. I. Hewitson, J.P. Hillary, Mrs. W.P. Hillary, M. Iveson, Mrs. S.J. Iveson, W. Iveson, Mrs. V.M. Raw, K. Robson and C. Wheeler. (Vacancy)