

11 February 2016

Dear Sir/Madam,

I am to inform you that a Meeting of the **REVIEW SUB-COMMITTEE** will be held in the Council Chamber, Council Offices, School Aycliffe Lane, Newton Aycliffe, on **WEDNESDAY, 17th FEBRUARY 2016** at **6.00 p.m.**

Yours faithfully,

Town Clerk.

AGENDA

1. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

2. **MEMBERS' DISPENSATIONS**

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 receive any declarations of interest.

... 4. **MINUTES**

To consider the minutes of the meeting of the Review Sub-Committee held on the 6th January 2016.

... 5. **REVIEW OF POLICIES**

To consider the following policies under the rolling programme of reviewing all of the Council's policies (Minute No. 39 of the Review Sub-Committee refers).

- (a) Special Leave
- (b) Bereavement Leave
- (c) Time Off for Dependants (Emergency Leave)
- (d) Flexible Working
- (e) Appeal Process and Procedure

MEMBERSHIP OF THE REVIEW SUB-COMMITTEE

Councillors J. Atkinson, W. Blenkinsopp, A.M. Chandran, Mrs. M. Dalton, R.S. Fleming, B. Hall, J.P. Hillary, Mrs. W.P. Hillary, M. Iveson, Mrs. S.J. Iveson and C. Wheeler.