

28 September 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, 5th OCTOBER 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 24th August 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 2015 refers).

- (a) Comments and Complaints
- (b) Data Protection
- (c) Freedom of Information
- (d) Hospitality and Gifts
- (e) Officers' Code of Conduct
- (f) Commendation

... 6. **TOWN COUNCIL SERVICE DELIVERY PLAN - AIMS & TARGETS UPDATE**

To consider the attached information.

... 7. **BUSINESS RISK UPDATE**

To consider the attached information.

MEMBERSHIP OF THE REVIEW SUB-COMMITTEE

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