

Minutes of a Meeting of the **REVIEW SUB-COMMITTEE** held in the Council Chamber, Council Offices, School Aycliffe Lane, Newton Aycliffe, on **WEDNESDAY, 6th JANUARY 2016 at 6.00 p.m.**

PRESENT **Councillor M. Iveson (Chairman)** and
J. Atkinson, W.M. Blenkinsopp, A.M. Chandran, Mrs. M. Dalton, R.S. Fleming, B. Hall, J.P. Hillary, Mrs. W.P. Hillary and Mrs. S.J. Iveson.

OFFICERS Mr. A. Bailey (Town Clerk)
Mrs. C. Walton (Corporate and Policy Officer)
Mr. D. Austen (Finance Manager)
Miss C. Ryder (Senior Admin. Officer)

34. **APOLOGIES FOR ABSENCE**

An apology for absence was submitted on behalf of Councillor C. Wheeler.

35. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

36. **MINUTES**

It was proposed by Councillor J. Atkinson, seconded by Councillor B. Hall and

RESOLVED – that the minutes of the meeting of the Review Sub-Committee held on the 19th November 2015 be accepted as a correct record.

37. **REVIEW OF AIMS AND TARGETS FOR 2016/2017**

A copy of the proposed aims and targets for 2016/2017 had been circulated for members to consider for any amendments.

Members considered each section of the Aims and Targets in great detail and made a number of amendments to the document.

There were no extra targets added to the 2016/2017 Aims and Targets.

RESOLVED – that the Aims and Targets for 2016/2017 be agreed with the amendments as changed at the meeting.

38. **REVIEW OF POLICIES**

The following policies had been chosen for review at the last meeting of the Review Sub-Committee as part of the rolling programme of reviewing all of the Council's policies.

- (a) Maternity
- (b) Paternity Leave
- (c) Adoption Leave
- (d) Parental Leave
- (e) Shared Parental Leave

RESOLVED – that following consideration of the policies it be recommended that they be agreed with the following amendments being made:-

- (a) Maternity
That paragraph 9 (Pregnancy Related Illness) be moved and re-sited as item 3 in the document.
- (b) Paternity Leave
No amendments.
- (c) Adoption Leave
That the Council's H.R. Consultant be asked to look at the need to have an item on surrogacy being added to the Policy.
- (d) Parental Leave
No amendments.
- (e) Shared Parental Leave
No amendments.

39. **COUNCIL POLICIES**

To carry on with the rolling programme of reviewing all of the Council's policies, it was proposed that the following policies be considered at the next meeting of the Review Sub-Committee.

- Special Leave
- Bereavement Leave
- Time Off for Dependants (Emergency Leave)
- Flexible Working
- Appeal Process and Procedure

RESOLVED – that the above five policies be subject to a review at the next meeting of the Review Sub-Committee.

CHAIRMAN.