



Meeting (No) **POLICY COMMITTEE (2)**
Time & Date **6pm 13 June 2017**
Place **Town Hall**
Document **Minutes**

Present: Cllrs Marlow (Chair), Chambers and Lloyd (substitute for Cllr Barker).

In attendance: Miss Duncan (Governance and Operations Manager).

PART 1: Items considered in the presence of the press and public

15 Questions and comments from residents: none.

16 Apologies for absence

RESOLVED to accept apologies from Cllr Barker (business), Carter (personal) and Kynaston (business).

17 Declarations of Interest

There were not declarations of interest.

18 Minutes of the last meeting

RESOLVED to approve minutes of the meeting held on 23.05.17. The Chair signed the minutes.

19 Governance and Operations Manager's report

Computer security/business continuity – an IT inventory had been completed, security levels were being reviewed and documentation was being collated for the purposes of business continuity.

20 Strategic objectives

The Committee considered a report on strategic objective setting and monitoring for 2017/18.

The Committee agreed to recommend to Council the suggested system for recording and monitoring objectives with the addition of further measurement criteria.

The Committee agreed that a workshop should be held for staff and councillors in order to formulate a mission statement and review strategic objectives. The Committee asked that the Council Manager and Governance and Operations Manager decide on a format for the workshop and make the necessary arrangements.

21 Other items: none.

22 Next meeting

This was noted as 29 August 2017 at 6pm.

23 Exclusion of the Press and Public

RESOLVED to exclude the public and press for the remaining items because of likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.

PART 2: Items to be considered in the absence of the press and public

Chairman's initials and date: 29/8/17

24 Staff restructure review

The Committee recommendation ix of the staff restructure report FC11/182.

RESOLVED, with reference to current duties being undertaken, to assign local authority-defined grades for all staff posts.

The meeting closed at 6.40pm.

Signed Thas Jurek Date 29.8.17.