

GAINSBOROUGH TOWN COUNCIL

MINUTES of a meeting of the Policy Review Working Group held at Richmond House, Morton Terrace, Gainsborough on Tuesday 26 November 2019 at 2:00pm

Present: Councillor Pat O'Connor (Chairman)

Councillor Tim Davies
Councillor David Dobbie
Councillor Keith Panter – ex officio

In Attendance:

Rachel Allbones Deputy Clerk

1. APOLOGIES FOR ABSENCE

None received.

2. MINUTES FROM THE PREVIOUS MEETING (Papers A)

i. Minutes of the meeting of Policy Review Working Group held Thursday 15 August 2019

RESOLVED that the minutes of the Policy Review Working Group meeting held on Thursday 15 August 2019 be confirmed and signed as a correct record.

Note: Councillor Davies abstained from voting on the above resolution.

3. REVIEW CURRENT POSITION AND WORK PLAN (Paper B)

Members **NOTED** the current position with the policy work plan.

4. NEW POLICIES FOR CONSIDERATION (Paper C)

To consider the following new policies for adoption.

Councillor Vacancy (Co-option) Policy
Adoption Policy
Volunteer Policy
Councillor / Employee Protocol
Public Participation at Meetings Policy
Sickness Absence Policy
Anti Fraud & Corruption Policy
Confidential Reporting Policy

RESOLVED TO RECOMMEND TO MANAGEMENT AND FINANCE COMMITTEE the following new policies for adoption: -

- ✓ Councillor Vacancy (Co-option) Policy
- ✓ Volunteer Policy
- ✓ Councillor / Employee Protocol

- ✓ Public Participation at Meetings Policy
- ✓ Anti-Fraud & Corruption Policy
- ✓ Confidential Reporting Policy

RESOLVED TO RECOMMEND TO PERSONNEL COMMITTEE the following new policy for adoption: -

- ✓ Adoption Policy

Note: Councillor Dobbie raised concerns regarding up to 52 weeks leave for Adoption Leave. He advised he would make enquiries and forward any findings to the Personnel Committee for discussion.

It was **NOTED** that the Sickness Absence Policy would follow at the next meeting.

The meeting concluded at 2.18pm