St Asaph City Council
Cyngor Dinas Llanelwy

Meeting of Policy, Resources & Finance Committee

To: **All Members of Policy, Resources & Finance Committee**
Cllrs: M Gedd, C A Hardie (Mayor), P G Morton, J Roberts, P Scott (Deputy Mayor), Barry Townsend and R Williams

Venue: **Community & Council Meeting Room, Roe Plas Meadow**

Date: **25th July 2022**

Time: **2.00 pm**

AGENDA

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1. Election of Chairman for 2022/2023

To elect the Chairman of the Policy, Resources & Finance Committee for 2022/2023.

2. Apologies for Absence

To receive any apologies for absence.

3. Declarations of Interest

To declare any **personal / personal and prejudicial** interest in any item on the agenda.

4. Minutes

To review the minutes of the Policy Resources & Finance Committee meeting 6th December 2021 for accuracy.

5. Mission Statement

To consider a mission statement and text for publication on the Council's website.

6. Employment Policies

To consider the following employment policies for recommendation to Council:

a) Alcohol and Drugs Policy;

b) Annual Leave Policy;

c) Parental Leave & Shared Parental Leave Policy;

d) Adoption Leave Policy;

e) Maternity Leave Policy;

f) Paternity Leave & Pay Policy;

g) Time off in Lieu Policy;

h) Pay Policy;

i) Stress Policy;

j) Anti-harassment & Bullying Policy;

k) Employee's Code of Conduct;

l) Member/Officer Protocol.

7. The Finance & Governance Toolkit

To consider the continuation of this project following the launch of the toolkit.

8. Committee Structure

To consider the Committee Structure and Terms of Reference for the Council's Committees.

9. Training

a) To consider the training needs for the Council;

b) To consider the Training Policy for recommendation to Council.

10. Grants

To consider the following requests for grant funding and whether they meet the criteria for consideration in the next funding round in November 2022:

a) E-mail from a member of the public re: St Kentigerns charity day.

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Jill Ellison, City Clerk
Email:clerk@stasaphcitycouncil.gov.uk