

AYLESBURY TOWN COUNCIL

Town Hall, 5 Church Street, Aylesbury, Bucks, HP20 2QP Town Clerk/CEO: Keith Gray JP, FSLCC

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6 April 2022

To: Residents of Aylesbury

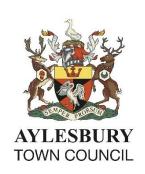
You are invited to attend a meeting of the Policy Committee to be held on **Wednesday** 13 April 2022, at 7pm in the Council Chamber, Town Hall, Church Street, Aylesbury, HP20 2QP.

A period not exceeding 15 minutes is made available prior to the formal start of the meeting, where the public so require, to raise issues relating to matters over which the council has duties, powers or influence.

Yours sincerely

Keith Gray

Keith Gray, JP TOWN CLERK



Policy Committee - 13 April 2022 - Agenda

1. Apologies

To receive and note reasons for apologies for absence.

2. Declarations of Interest

To receive and note any personal or prejudicial interests.

3. Minutes

To receive, accept and sign the Minutes of 6 October 2021 (herewith)

4. Matters Arising

To receive any updates from members or the Clerk

5. Committee Matters

To receive updates from the Chairs of Committees

6. Policy Review

a) JPPC Policy Changes

Committee to note, and agree, various changes to the policies by way of administrative matters and government changes. The Town Clerk has agreed changes in line with delegated responsibility.

JPPC POL01 Accident, Illness & Medication Consent Policy

JPPC POL02 Admission Policy

JPPC POL03 Aggressive Behaviour

JPPC POL04 Arrival and Departure Policy

JPPC POL05 Behaviour Management Policy

JPPC POL06 Suspension and Exclusion Policy

JPPC POL07 Complaints Policy

JPPC POL08 Confidential Policy

JPPC POL09 Data Protection Policy

JPPC POL10 Privacy Notice

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JPPC POL11 Emergency Evacuation-Closure-Lockdown Procedure & Fire Policy
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JPPC POL12 Equalities Policy

JPPC POL13 Food, Drink and Healthy Eating Policy

JPPC POL14 Food Safety Policy

JPPC POL15 Health and Safety Policy

JPPC POL16 Risk Assessments Policy

JPPC POL17 Manual Handling Policy

JPPC POL18 Intimate Care Policy

JPPC POL19 Key Worker Policy

JPPC POL20 Missing Child, Uncollected Child Policy

JPPC POL21 Alcohol, Drugs and No Smoking Policy

JPPC POL22 Outings Policy

JPPC POL23 Involving Parents and Carers Policy

JPPC POL24 Play Policy

JPPC POL25 No Platform Policy

JPPC POL26 Safeguarding and Child Protection Policy

JPPC POL27 SEN Policy

JPPC POL28 Social Media Policy for staff and casual playworkers

JPPC POL29 Staff Behaviour Policy

JPPC POL30 Visitors Policy

JPPC POL31 Parent Carer Handbook

JPPC POL33 CCTV Policy (Code of practice)

JPPC POL34 Designated Deputy

JPPC POL35 EYFS Policy

JPPC POL36 Covid-19 Policy

JPPC POL37 Minibus Accident and Breakdown Procedure

JPPC POL38 Gas Leak Procedure

b) ATC Policies

Committee to note, and agree, various changes to the policies by way of administrative matters and government changes. The Town Clerk has agreed changes in line with delegated responsibility.

ATC POL36 Recruitment Policy

7. Adoption of new policies

To review and adopt a Risk Management Policy for the council. (herewith)

8. Freda Roberts Community Award

To review and agree the criteria for the newly agreed (Policy Committee December 2021) Freda Roberts Community Award. (herewith)

9. Councillor's Emails on Website

To discuss the removal of emails from councillor's profile page on the Council's website and to be replaced with a "Contact your Councillor Form".

10. Date of Next Meeting

The date of the next meeting will be Wednesday 13 July 2022.

11. Reserved Items

To pass a motion that under the Public Bodies (Admissions to Meetings) Act 1960 (section 2) (and as extended by section 100 of the Local Government Act 1972), the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information.

12. Annual Appraisal of staff and Salary Increase under the Incremental Pay Progression adopted by the Council

To receive a briefing paper including proposals and recommendations regarding the above matters and to make decisions as appropriate (herewith).