

CYNGOR TREF MAESTEG

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MAESTEG TOWN COUNCIL

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13/02/2023

**To Members of the Policy Committee – R Martin (Chair)
R Collins, C Knight, R Lewis and R Penhale-Thomas**

Dear Councillor,

You are summoned to attend a **meeting of the Policy Committee** to be held in the **Council Chamber and remotely via Microsoft TEAMS** on **TUESDAY, 28th February 2023 at 6.30pm.**

Yours sincerely

Sian Teisar

Clerk to the Council

AGENDA

1. To receive apologies & Declaration of Interest.
2. To Read, approve/create the following Policies received from OVW
 - 1) Accident and Investigation Policy
 - 2) Adverse Weather Policy (clerk has adapted an adverse weather policy from Falkirk Council <https://www.falkirk.gov.uk/employees/policies/adverse-weather.aspx#:~:text=Adverse%20weather%20is%20defined%20as,getting%20to%20and%20from%20work> as no model policy provided by OVW)
 - 3) Volunteering Policy
 - 4) Anti Bullying and Harassment Policy
 - 5) Model Complaints Policy
 - 6) Vexatious Complaints Policy (provided by SLCC)
 - 7) Email and internet use policy
 - 8) Protocol between Members and Officers
 - 9) Stress Management Policy
3. Annual review the following adopted policies
 - a) Code of Conduct
 - b) Disciplinary Policy
 - c) FOI
 - d) ICO model publication scheme
 - e) Grievance Procedure
 - f) Information & Data protection
 - g) Information Security Policy
 - h) Policy for dealing with the Press and Media
 - i) Standing Orders

Any member of the public wishing to attend is able to attend in person or remotely by sending their name and email address to the Town Clerk at clerk@maestegcouncil.org where you will be sent a link by email on the day of the meeting