

SWANAGE TOWN COUNCIL

Dr Martin Ayres
Town Clerk

Town Hall
SWANAGE
Dorset
BH19 2NZ

6th May 2022

Dear Councillor

Policy, Finance & Performance Management Committee

A meeting of the above Committee will be held at the **TOWN HALL, SWANAGE** on **WEDNESDAY, 11th MAY 2022** at **3.00 p.m.** for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

Dr M K Ayres

Town Clerk

PLEASE NOTE: 15 MINUTES OF PUBLIC PARTICIPATION TIME WILL BE HELD AT 3.00 P.M. PRIOR TO THE COMMENCEMENT OF THE MEETING.

Although legal restrictions in relation to the Covid-19 pandemic have been lifted, Swanage Town Council will, in accordance with advice issued by Public Health Dorset, continue to take appropriate precautions to limit the risk of transmitting the disease and politely asks those planning to attend this meeting to do the following:

- at the earliest opportunity notify the Council of your intention to attend by e-mail admin@swanage.gov.uk or telephone 01929 423636, because capacity in the Council Chamber will continue to be carefully managed to avoid crowded situations;
- take a lateral flow test prior to the meeting;
- stay at home if you receive a positive test result or if you have COVID-19 symptoms;
- wear warm clothing to the meeting as doors and windows will be open for ventilation purposes;
- wear a face covering upon entry until seated in the Council Chamber;
- be mindful of others and respectful of their personal space.

The latest advice from Public Health Dorset can be found here: [News and updates - Public Health Dorset - Dorset Council](#)

To The Town Mayor, Deputy Mayor,
Councillors Bishop, Bonfield, Moreton, Tomes, Trite and Whitwam.
All Councillors and Chief Officers

A G E N D A

1. Apologies.
 2. Declarations of Interest and consideration of requests for Grants of Dispensations (Councillors are reminded of their obligations to declare their interests in accordance with Section 9 and Appendix B of the Council's Code of Conduct).
 3. Internal Audit Report 2021/22 - Visit 4 of 5 (Copy enclosed).
 4. To consider Council Priorities/Work Plan
 - (a) Outturn Autumn/Winter 2021/22
 - (b) Proposed Plan Spring/Summer 2022 (Papers enclosed).
 5. To consider adoption of Interim Corporate Priorities and approval of timescale for preparation of Corporate Plan (Briefing note enclosed).
 6. To consider revised Committee Structure (Briefing note enclosed).
 7. To consider adoption of Revised Members and Officers Protocol (Copy enclosed).
 8. To consider adoption of revised Health and Safety Policy (Copy enclosed).
 9. Items of Information and Matters for Forthcoming Agendas
 - James Day Trust
 - Ethical Investments
 - Freedom of Information Act 2000 – Adoption of revised Publication Scheme
 10. Date of Next Meeting
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