

**HAWARDEN COMMUNITY COUNCIL**  
**STAFF & GENERAL PURPOSES COMMITTEE**

**ORDINARY MEETING**

**8 OCTOBER 2018**

**A G E N D A**

**1. APOLOGIES FOR ABSENCE:**

**2. DECLARATIONS OF INTEREST:**

To receive any declarations of interest from Members.

**3. MINUTES:**

To receive and approve the minutes of the previous meeting held on 10<sup>th</sup> September 2018 to be signed by the Chair.

**4. MATTERS ARISING FROM THE MINUTES:**

**5. POLICE MATTERS:**

To raise any relevant matters with PCSO Stephanie Jones.

**6. HIGHWAYS ISSUES:**

To raise any other relevant matters with the County Council's Highway Maintenance Officer, John Griffiths.

**7. INDEPENDENT REMUNERATION PANEL FOR WALES:**

The Independent Remuneration Panel has published its draft Annual Report for 2019/20. It has now been published for consultation and is available on its website via the following link: <https://gov.wales/irpwsb/home/publication-reports/draft-annual-report-2019-20/?lang=en>

Section 13 relates to Community and Town Councils and is attached. Members are asked to consider the contents of the report and the Council's response, if any. The deadline for submitting comments is **27<sup>th</sup> November 2018**.

8. **NORTH WALES FIRE AND RESCUE SERVICE: ENSURING AFFORDABLE FIRE AND RESCUE SERVICES – A PUBLIC CONSULTATION:**

Members are asked to consider the above consultation and consider the Council's response, if any. The consultation can be accessed via the following link:

<http://www.nwales-fireservice.org.uk/ensuring-affordable-fire-and-rescue-services-a-public-consultation/>

The deadline for the consultation is 2<sup>nd</sup> November 2018.

9. **GENERAL DATA PROTECTION REGULATION 2018:**

Following the introduction of the new GDPR the following policies have been amended to ensure that they are compliant with the new regulation. Council is asked to consider, review and adopt the listed policies below. For ease the policies have been emailed direct to Members:

- a) Document Retention Policy and Schedule
- b) Data Protection and Information Security Policy
- c) Privacy Notices – General, Website and Member/Officer
- d) Internet, email and social media policy
- e) Model Publication Scheme (FOI)
- f) Data Breach Notification Policy
- g) Subject access policy and template response letters.

10. **CLERK'S REPORT:**

To receive a verbal report on any relevant matters.

11. **COMMUNITY YOUTH REPRESENTATIVE REPORT:**

To receive an update on any work undertaken by the Council's Community Youth Representative, Sam Bidwell.

12. **MEMBERS' INFORMATION ITEMS:**

To receive any relevant items of information.

13. **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

Members are asked to consider the exclusion of the public and press for the following item of business as it relates to a confidential staffing matter.

14. **STAFFING ISSUE:**

The Clerk and Financial Officer to outline the current position in relation to a confidential staffing issue.