

Monday 11th March 2019

To: All members of the Operations Committee

Cllrs Jordan Coventry (Chair), Pam Wilson (Vice Chair), Tina El-Shabrawy, Donna Fuller, Sue Luttmann, Archibald Prempeh, Pauline Prop, Sue Smith, Yvonne Tomlinson, Thillai Visvendran, Alan Williamson, Geoff Woolmore

NOTICE OF MEETING

You are hereby summoned to attend a meeting of the Operations Committee to be held on **Monday 18th March 2019** commencing at **6:00pm** at the Woughton Community Council Hub, The Local Centre, Garraways, Coffee Hall, Milton Keynes.

Members of the public are welcome to attend.



Brian Barton
Committee and Member Services Officer

Please ensure that your mobile phone is switched to silent or is switched off completely during the meeting

AGENDA

OC 65/19 Apologies:

To record apologies from members unable to attend the meeting.

OC 66/19 Declarations of Interest:

Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s30 (3) of the Localism Act, members must declare any disclosable pecuniary interest which they may have in any of the items under consideration at this meeting, and any additional interests not previously declared.

OC 67/19 Chairs Announcements:

To receive announcements from the Chair.

OC 68/19 Questions from the public (Max. 10 minutes):

To receive questions/statements from members of the public.

OC 69/19 Minutes of the previous meeting:

To receive and approve as a true and correct record the minutes of the Operations Committee meeting held on Monday 21st January 2019.

(Attached)

OC 70/19 To update the committee on matters relating to the Woughton Gazette:

(a) The redesign

(b) To agree the advertising rates

(c) To agree a strategy to increase the rate of advertising take up

(Report attached)

OC 71/19 To update the committee on the recruitment process for the Wellbeing post:

(Verbal Report)

OC 72/19 To adopt the draft Information Policy February 2019 (incl. DPA 2018 and vexatious process):

(Report and Policy attached)

OC 73/19 To adopt the Volunteer and Process policy:

(Report and policy attached)

OC 74/19 To move and second the following resolution:

Public Bodies (Admission to Meetings) Act 1960:

That by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

OC 75/19 To inform the committee regarding the PAYE financial year 2016/2017:

(Report attached)

OC 76/19 To review the pay scales of the senior managers:

(Report attached)

OC 77/19 To propose appointment of 'preferred provider' for maintenance and repairs service:

(Report attached)

Date of next meeting:

To be agreed at the Annual Meeting of Council.