



POLICY COMMITTEE

To be held following the conclusion of the Annual Council Meeting
on Tuesday 23rd May 2017
Belle Vue Suite, Belle Vue Square, Broughton Road, Skipton

Committee Members: To be confirmed at Council.

Substitutes : To be confirmed at Council.

AGENDA

1. **Apologies for absence and substitutes**
2. **Public Participation** - In the event that any questions/statements are received or members of the public attend, the public participation session will proceed for a period of up to fifteen minutes.
3. **Declarations of Interest** – All Members are invited to declare at this point any interests they have in items appearing on this agenda, including the nature of those interests.

(Note: Declarations should be in the form of:

a “***disclosable pecuniary interest***” under Appendix A to the Council’s Code of Conduct, or “***other interests***” under Appendix B or under Paragraph 15 where a matter arises at the meeting which relates to a financial interest of a friend, relative or close associate.

A Member of Council who has a disclosable pecuniary interest must leave the room and not take part in the discussion or vote. When declaring interests under Appendix B or Paragraph 15 of the Code, Members must move to the public seating area, not vote, and speak only if members of the public are also allowed to speak at the meeting.)

4. **Sub-Committees and Panels : Appointment** – Report of the Member Services Manager. Attached.

Purpose of report – To consider the appointment of sub-committees and specific task sub-committees and working groups; and to confirm or amend the terms of reference of any existing sub-committee as appropriate.

5. **Meetings : Start Time** – The Committee is asked to agree the normal start time for its meetings for the remainder of the current municipal year
6. **Any other items** which the Chairman decides are urgent in accordance with Section 100B(4) of the Local Government Act 1972.

Agenda Contact Officer: Vicky Davies, Committee Administrator
Tel: 01756 706486, Email: committees@cravendc.gov.uk
15th May 2017

If you would like this agenda or any of the reports listed in a way which is better for you, please telephone 01756 706494.

Recording at Council Meetings - Recording is allowed at Council, committee and sub-committee meetings which are open to the public, subject to:

- (i) the recording being conducted with the full knowledge of the Chairman of the meeting; and
- (ii) compliance with the Council's protocol on audio/visual recording and photography at meetings, a copy of which is available on request. Anyone wishing to record must contact the Agenda Contact Officer (details above) prior to the start of the meeting. Any recording must be conducted openly and not disrupt proceedings.

Emergency Evacuation Procedure - In case of an emergency or if the alarm sounds, leave the committee room and exit the building using the nearest available door. The assembly point is in the main square at the front entrance. An officer will take a roll call at that point. Please do not leave without telling the Chairman or the Democratic Services Section's representative.