

Date of Meeting: 21st April 2022

Policy Committee Recommendations

1. Purpose of Report

To consider the recommendations of the Policy Committee relating to the introduction of a Business Continuity Plan and Cycle to Work Scheme, and amendments to the Community Grants Policy.

2. Background

During the last meeting of the Policy Committee members considered three reports relating to the adoption of a Business Continuity Plan for the Town Council, a Cycle to Work Scheme for employees and amendments to the Community Grants Scheme.

3. Considerations

3.1 Business Continuity Plan – The Committee considered the attached report (appendix 1) relating to the adoption of a Business Continuity Plan for the Town Council. The Committee supported the draft plan which if approved would be shared with Cheshire East Council.

3.2 Cycle to Work Scheme – The Committee considered the attached report (appendix 2) for the adoption of a Cycle to Work Scheme. The Committee were very supportive of such a scheme, recognising the benefits to employees and the town council as an employer, in addition to the potential environmental benefits of reducing the Town Council's carbon footprint. The Committee recommend that the scheme should be run through an accredited scheme provider, and that the provider chosen should allow for employees to have a range of retailers to choose from when purchasing a bike.

3.3 Community Grant Scheme – The Committee considered the attached report (appendix 3) recommending amendments to the Community Grants Scheme. The main amendments to the scheme were to revise the levels of funds for small grants from up to £500 to up to £1000, with large grants starting at £1000+. The small grants would also be considered three times per year with the budget split equally throughout the year, and applications would be assessed through a scoring criterion. The large grants would still be considered during the budget setting process in October each year for funds to be given out the following financial year, but applicants would need to attend a meeting of the council when their application is considered.

4. Recommendations

4.1 That Full Council approve the Business Continuity Plan;

- 4.2** That Full Council approve the adoption of a Cycle to Work Scheme to be run by an accredited scheme provider;
- 4.3** That Full Council approve the revised Community Grants Scheme.

5. Financial Implications

See attached reports

6. Equalities Impact

See attached reports

7. Personnel Implications

See attached reports

8. Environmental implications

See attached reports

9. Consultation

See attached reports

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