**Update report of the Clerk to Governance Committee 24th June 2024**

**Local Council Award Scheme (LCAS) Application**

* We applied for the Foundation Level Award on 30th April 2024 to be assessed via Yorkshire Local Council Association (YLCA).
* We received feedback from YLCA on 30th May and this can be summarised as follows:
* Several policy/other council documents do not have ‘next review date’ on them and this is required ie. Code of Conduct, Publication Scheme, Complaints Procedure.
* Our Standing Orders do not fully comply with the most recent National Association of Local Councils (NALC) model.
* Whilst we have an Environmental Statement, we don’t have a full Biodiversity Policy
* We don’t have a Crime and Disorder Statement.
* The above items need amendment and then approval by Full Council before resubmission.
* The deadline for reassessment under this application is 17th October. If we don’t make this we will need to reapply and pay the fees over again (£130).
* There were a few other items which can just simply be sent to YLCA when we resubmit eg. a screenshot of the Clerk’s CPD points and employment contracts for everyone suitably redacted.
* Overall the feedback from YLCA was – ‘not to be downhearted, that most councils do not pass first time and have amendments to make to their submission’.

**Action Plan**

1. To prepare the documents needing Full Council approval for the Full Council on 22nd July meeting.
2. The Clerk to conduct informal meetings/consultation with members of Environment Committee and Community Committee to update our existing Environmental Policy to a full Biodiversity Policy and develop a Crime and Disorder Statement to bring to September’s Full Council in time to have the application reassessed by 17th October.