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| **LCAS Criteria** | **Baildon Town Council Evidence/Progress** | **Website Address /**  **Location of Evidence** |
| **Governance - *Criteria demonstrating good governance in managing the business and finances of a council.*** |  |  |
| Its standing orders | Checkmark with solid fill | * <https://www.baildontowncouncil.gov.uk/the-council> |
| Its financial regulations | Checkmark with solid fill | <https://www.baildontowncouncil.gov.uk/finance> |
| Its Code of Conduct and a link to councillors’ registers of interests | Checkmark with solid fill | * <https://www.baildontowncouncil.gov.uk/the-council> * <https://www.baildontowncouncil.gov.uk/councillors> |
| Its publication scheme | Checkmark with solid fill | * <https://www.baildontowncouncil.gov.uk/documents?tag=Publication+Scheme+2023> |
| Its last annual return | Checkmark with solid fill | * <https://www.baildontowncouncil.gov.uk/finance> |
| Transparent information about council payments | Checkmark with solid fill | * <https://www.baildontowncouncil.gov.uk/finance> |
| A calendar of all meetings including the annual meeting of electors | Checkmark with solid fill | <https://www.baildontowncouncil.gov.uk/council-meetings> |
| Minutes for at least one year of full council meetings and (if relevant) all committee and sub-committee meetings | Checkmark with solid fill | Yes under calendar of meetings – or searching  <https://www.baildontowncouncil.gov.uk/council-meetings> |
| Current agendas | Checkmark with solid fill | Yes from the calendar of meetings page for each meeting  <https://www.baildontowncouncil.gov.uk/council-meetings> |
| the budget and precept information for the current or next financial year | Checkmark with solid fill | From the finance section   * <https://www.baildontowncouncil.gov.uk/finance> |
| Its complaints procedure | Checkmark with solid fill | <https://www.baildontowncouncil.gov.uk/documents?listingid=636268&query=Complaints+Procedure&tag=&sort=latest&submit=Search> |
| Its accessibility statement | Checkmark with solid fill | <https://www.baildontowncouncil.gov.uk/accessibility> |
| Its privacy notice | Checkmark with solid fill | <https://www.baildontowncouncil.gov.uk/local-council-privacy-and-cookie> |
| A risk management policy | Checkmark with solid fill | <https://www.baildontowncouncil.gov.uk/documents?listingid=636268&query=Risk+Management+Policy&tag=&sort=latest&submit=Search> |
| A register of assets | Yes on file not on line |  |
| Staff contracts | Yes on file not on line |  |
| Up-to-date insurance policies that mitigate risks to public money | Yes on file not on line |  |
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| **Community *- Criteria representing a council’s role in the community and how it engages with the community*** |  |  |
| Council contact details and councillor information in line with the Transparency Code | Checkmark with solid fill | On website councillor pages  <https://www.baildontowncouncil.gov.uk/councillors> |
| Its action plan for the current year | Checkmark with solid fill | <https://www.baildontowncouncil.gov.uk/documents?listingid=636268&query=Action+Plan&tag=&sort=latest&submit=Search#item-1833126> |
| Evidence of consulting the community | ICH dated 2018  bracken hall consultation from newsletter  bilsdale way consultation - facebook | <https://www.baildontowncouncil.gov.uk/ian-clough-hall-initial-consulta> |
| Publicity advertising council activities | Checkmark with solid fill | <https://www.baildontowncouncil.gov.uk/newsletters> |
| Evidence of participating in town and country planning | NDP last updated 2022  Planning Consultations – reference to committee meetings | <https://www.baildontowncouncil.gov.uk/neighbourhood-development-plan>  <https://www.baildontowncouncil.gov.uk/planning-applications2> |
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| **Development *- Criteria representing council improvement through the management and development of staff and councillors*** |  |  |
| Disciplinary and grievance procedures | Yes on file not on line |  |
| A policy for training and development of staff and councillors | Checkmark with solid fill | <https://www.baildontowncouncil.gov.uk/documents?listingid=636268&query=Training+and+Development+Policy&tag=&sort=latest&submit=Search> |
| A record of all training undertaken by staff and councillors in the last year | Not fully developed. |  |
| A clerk who has achieved 12 Continuing Professional Development (CPD) points in the last year | Checkmark with solid fill |  |