

Progress Report – Finance and Corporate Governance Committee 11.7.17

Item	Date	Progress
Quality Council	17.11.15	No update.
Health and Safety		<p>Asset inspection regime implemented as per inspection schedule.</p> <p>COSHH risk assessment require updating due to changes in guidelines.</p> <p>Risk Assessments updated and currently being reviewed by Shropshire Council</p>
Internal Audit		completed
Customer Services Working from Edinburgh House		No matters to report
Policy Review		No progress – Clerk to contact Shropshire Council to discuss development of a staff handbook incorporating policies.
Staff Training		<p>Groundsman attended Manual Handling Training June</p> <p>Town Clerk attended webinar on Data Protection.</p> <p>Office based staff completed desk equipment assessment.</p>
Code of Conduct Training		<p>Code of Conduct Training and Area Committees, Shropshire</p> <p>The Monitoring Officer, Shropshire Council will be providing training at the next Area Committee meetings. The North Shropshire AC will be on 16 October at 7.15 pm at Edinburgh House.</p>
Lone worker		Groundsman to undertake training on Solo Protect Device July 2017

