

Appendix 1

Policies and procedures for review and approval

25 January 2024

Document	Revision	Notes
Sickness and Absence Policy	A	No change
Training and Development Policy	A	No change
Disciplinary and Grievance Policy	A	No change
Equal Opportunities Policy	A	No change
Health and Safety Policy	A	No change
Privacy Notice	B	No change
Privacy Notice – staff, councillors, role holders	B	No change
Document Storage, Retention and Destruction Policy	C	No change
Co-option Policy	B	No change
Business Continuity Policy	A	No change
Security Incident Response Policy	C – DRAFT	Change of Chairman email
Privacy Policy	A	No change
Requests for Information Policy	A	No change
Grants and Donations Policy	B	No change
Freedom of Information Scheme	B	No change
Staff Recruitment and Retention Policy	A	No change
Expenses Policy	A	No change
Gifts and Hospitality Register Guidelines	A	No change
Reserves Policy	A	No change
Data Protection Policy	A	No change
Dignity at Work Policy	A	No change
Internet Banking Payment Procedure	A	No change
Internal Financial Control Policy	A	No change
Debit Card Policy	A	No change