

**Table of adopted policies and procedures**

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| **Name of Document** | **First Adopted** | **Last Reviewed and Adopted** | **Next Review Date** |
| Acquisition and Disposal Policy | February 2019 | October 2020 | May 2021 |
| Adverse Weather Policy | November 2019 | February 2021 | May 2021 |
| Anti-Harassment and Bullying Policy | October 2018 | October 2020 | May 2021 |
| Appraisals Guidance | May 2020 | October 2020 | May 2021 |
| Code of Conduct | June 2018 | October 2020 | May 2021 |
| Complaints Procedure | May 2017 | November 2020 | May 2021 |
| Conferring of the Title of Honorary Freemen and Freewomen | July 2018 | February 2021 | May 2021 |
| Co-option Policy | January 2021 | January 2021 | May 2021 |
| Cycling Pledge | Not yet adopted. | On Standing Orders and Policies Sub-Committee agenda 28 April 2021. | April 2021 |
| Data Protection Policy | May 2017 | October 2020 | May 2021 |
| Data Retention Policy | May 2017 | September 2020 | May 2021 |
| Defibrillator Policy | June 2020 | June 2020 | May 2021 |
| Disciplinary Procedure | May 2017 | January 2021 | May 2021 |
| Disciplinary Rules | May 2017 | January 2021 | May 2021 |
| Environmental Policy | May 2017 | February 2021 | May 2021 |
| Equality and Diversity Policy | May 2017 | January 2021 | May 2021 |
| Financial Regulations | May 2017 | January 2021 | May 2021 |
| Financial Risk Assessment | May 2017 | January 2021 | May 2021 |
| Freedom of Information Act 2000 Model Publication Scheme and additional information | May 2017 | January 2021 | May 2021 |
| Friends Groups Policy | May 2018 | February 2021 | May 2021 |
| Grant Awarding Policy | May 2017 | February 2021 | May 2021 |
| Grant Awarding Policy (post Covid-19) | May 2020 | September 2020 | May 2021 |
| Grievance Procedure | May 2017 | March 2021 | May 2021 |
| Health and Safety Policy | May 2017 | February 2021 | May 2021 |
| Heritage Plaques Policy | February 2019 | February 2021 | May 2021 |
| Incident Reporting Procedure | July 2018 | February 2021 | May 2021 |
| Infrastructure Investment Plan | June 2020 | Due to be reviewed by the Standing Orders and Policies Sub-Committee in May 2021 | May 2021 |
| Investment Policy | May 2017 | February 2021 | May 2021 |
| IT, Internet, Social Media, Email and Secure Use of USB Memory Sticks Policy | November 2019 | February 2021 | May 2021 |
| Legionella Control and Water Hygiene Policy | October 2018 | To be considered for adoption at Full Council meeting on 27 April 2021 | May 2021 |
| Lone Worker Policy and Risk Assessment | September 2018 | February 2021 | May 2021 |
| Media Policy | May 2017 | February 2021 | May 2021 |
| Member/Officer Protocol | May 2017 | February 2021 | May 2021 |
| Mulch Policy | January 2021 | January 2021 | May 2021 |
| Noticeboard Protocol | August 2019 | March 2021 | May 2021 |
| Open Space Strategy | February 2019 | Decision to adopt deferred whilst the five-year plans are in progress | May 2021 |
| Pandemic Contingency and Recovery Policy | March 2020 | March 2021 | May 2021 |
| Personal Use of the Telephone Policy | November 2019 | March 2021 | May 2021 |
| Petty Cash Policy and Procedure | January 2019 | March 2021 | May 2021 |
| Pond Policy | April 2018 | March 2021 | May 2021 |
| Public Participation Protocol | May 2017 | To be considered for adoption at Full Council meeting on 27 April 2021 | May 2021 |
| Public Participation Protocol (Video Meetings) | April 2020 | On Standing Orders and Policies Sub-Committee agenda 28 April 2021. | May 2021 |
| Redundancy Policy | November 2019 | To be considered for adoption at Full Council meeting on 27 April 2021 | May 2021 |
| Reporting at Meetings Protocol | May 2017 | To be considered for adoption at Full Council meeting on 27 April 2021 | May 2021 |
| Reporting Procedure for Assets and Maintenance | March 2018 | To be considered for adoption at Full Council meeting on 27 April 2021 | May 2021 |
| Representation on Outside Bodies Protocol | June 2017 | November 2020 | May 2021 |
| Reserves Policy | September 2018 | To be considered for adoption at Full Council meeting on 27 April 2021 | May 2021 |
| Risk Assessment and Management Policy | May 2017 | January 2021 | May 2021 |
| Safeguarding Policy | September 2018 | To be considered for adoption at Full Council meeting on 27 April 2021 | May 2021 |
| Social Media Protocol | May 2017 | On Standing Orders and Policies Sub-Committee agenda 28 April 2021. | May 2021 |
| Sponsorship and Advertising Policy | September 2019 | On Standing Orders and Policies Sub-Committee agenda 28 April 2021. | May 2021 |
| Standing Orders | May 2017 | On Standing Orders and Policies Sub-Committee agenda 28 April 2021 (recommendation from the Finance and Governance Committee is for the Standing Orders to be adopted as they are at the Annual Meeting, with a comprehensive review to follow). | May 2021 |
| Sustainability Policy | July 2020 | Due to be reviewed by the Standing Orders and Policies Sub-Committee in May 2021 | May 2021 |
| Tablet Policy | July 2019 | On Standing Orders and Policies Sub-Committee agenda 28 April 2021. | May 2021 |
| Toilet Strategy | July 2018 | On Standing Orders and Policies Sub-Committee agenda 28 April 2021. | May 2021 |
| Training and Development Policy | May 2017 | On Standing Orders and Policies Sub-Committee agenda 28 April 2021. | May 2021 |
| Tree Policy | April 2018 | February 2021 | May 2021 |
| Video Meeting Protocol | April 2020 | Due to be reviewed by the Standing Orders and Policies Sub-Committee in May 2021 | May 2021 |
| Whistleblowing Policy | October 2018 | On Standing Orders and Policies Sub-Committee agenda 28 April 2021. | May 2021 |
| Wildflower Meadows Policy | January 2020 | On Standing Orders and Policies Sub-Committee agenda 28 April 2021. | May 2021 |