

PILSLEY PARISH COUNCIL SCHEDULE OF POLICIES

| No: | Policy | Legal reference | Approval Date | Review Date |
|-----|---|--|---------------|-------------|
| 1 | Standing Orders | LGA 1972, paragraph 42 of schedule 12 | May 2024 | May 2025 |
| 2 | Financial Regulations | Audit & Accounts Regulations 2015 | May 2024 | May 2025 |
| 3 | Code of Conduct | Localism Act 2011 | May 2024 | May 2025 |
| 4 | Protocol on Councillor/Staff Relations | N/A ¹ | May 2024 | May 2025 |
| 5 | | | | |
| 6 | (Model) FOI Publication Scheme | Freedom of Information Act 2000, | May 2024 | May 2025 |
| 7 | Scheme of Delegation | Local Government Act 1972, S.101. | May 2024 | May 2025 |
| 8 | Community Engagement Policy | N/A | July 2022 | July 2025 |
| 9 | Health & Safety Policy | H&S at Work Act 1974 | May 2022 | May 2025 |
| 10 | Risk Management Policy & Register | Audit & Accounts Regulations 2015 Part 2 | May 2024 | May 2027 |
| 11 | Parish 3-year Business Plan | 2025-2028 plan being developed | | March 2025 |
| 12 | Data Protection & CCTV Policy | Data Protection Act 1998 | May 2024 | May 2025 |
| 13 | Press & Media Policy | Public Bodies (Admission to Meetings) Act 1960 | May 2024 | May 2025 |
| 14 | Equality and Diversity Policy | Equality Act 2010 | Jan 2024 | Jan 2027 |
| 15 | Recruitment & Selection Policy | S112 LGA 1972 | May 2024 | May 2025 |
| 16 | | | | |
| 17 | Discipline & Grievance Policy | N/A ² | Jan 2024 | Jan 2027 |
| 18 | Managing Stress in the Workplace Policy | Management of Health and Safety at work Regulations 1999 | July 2022 | July 2025 |
| 19 | Complaints Policy | N/A ³ | May 2024 | May 2027 |
| 20 | Safeguarding & Child Protection Policy | Children Act 1989 Safeguarding | August 2024 | July 2025 |

¹ Policy developed with reference to “A councillor’s workbook on councillor/officer relations” (LGA)

² Developed using Acas Code of Practice 2015

³ Ombudsman complaints LGA Act 1974 (S34(1)) excludes investigation of parish council complaints. These local complaints policy created using guidance in NALC LTN 9e (Handling Complaints (England))

| | | | | |
|--------|--|--|----------------|----------------|
| | | Vulnerable Groups Act (SVGA) 2006 | | |
| 21 | Training & Development Policy (incorporating Performance Review & Appraisal) | Health and Safety at Work Act 1974 | April 2024 | April 2027 |
| 22 | Grant Awards Policy | LGA 1973 s137(1) | March 2023 | March 2027 |
| 23 | Reserves & Balances Policy | s32 and s43 LGA 1992 | February 2022 | May 2025 |
| 24 | Co-option Policy | LGA 1972, 89(6) & Local Elections Rules 2006 | September 2023 | September 2027 |
| 25 | Privacy Notice | GDPR 2018 | March 2022 | May 2025 |
| 26 | Information Protection Policy | GDPR 2018 | March 2022 | May 2025 |
| 27 | Information Security Policy | GDPR 2018 | March 2022 | March 2025 |
| 28 | Public Participation Policy | Freedom of Information Act 2000 | March 2022 | March 2025 |
| 29 | Recording at Parish Council Meetings | Openness of Local Government Regulations 2014 | March 2022 | March 2025 |
| 30 | Vexatious or repeated requests Policy | S14(1) Freedom of Information Act 2000 | May 2022 | May 2025 |
| 31 | Dignity at Work Policy | | October 2022 | October 2025 |
| 32 | Dispensation Procedure | The Localism Act 2011, s26-34 and Sch 4 | November 2022 | November 2025 |
| 33 | Social Media Policy | | July 2023 | May 2027 |
| 34 | Sickness Absence Policy | ⁴ | Jan 2024 | May 2027 |
| RA 001 | Risk Assessment Dog Waste Collection | Management of Health and Safety at Work Regulations 1999 | Sept 2023 | Sept 2025 |
| AR | Council Asset Register | Audit & Accounts Regulations 2015 Part 2 | May 2024 | May 2025 |
| 35 | Sexual Harassment Policy | From Oct 2024 - S40A Equality Act 2010 | November 2024 | November 2027 |

⁴ No specific legal requirement however having a sickness absence policy is considered good practice for any organisation