

Alvechurch Parish Council's Policies & Procedures Index
May 2020-2023

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| <u>Governing Documents</u> |
| Standing Orders (Part 1) 2020 v1 <i>(Based on the 2018 'model' Regs)</i> |
| - Remit of Committees |
| - Committee, Working Party and Stakeholder Req. |
| - Council/Staffing Structure |
| Financial Regs (Part 2) / Statement of Internal Control Policy <i>(Aug 2019 Model Regs)</i> |
| - Bank Signatories |
| Scheme of Delegation |
| Alvechurch Parish Council's Code of Conduct |
| Members Confidentiality (Sample Form) |
| Dispensation (Covering all Members) |
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| Meeting Schedule – Civic Year 2020/21 |
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| The Good Councillors Guide (2018) |
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| <u>Policies & Procedures</u> |
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| Efficiency & Value for Money |
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| Equality Opportunities |
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| Public Open Space |
| Publication Scheme |

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| <u>Strategic Documents</u> |
| Action Plan & Spending Plan - <i>(Reviewed Annual)</i> |
| APC's Community Emergency Plan |
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| <u>GDPR</u> |
| Inventory/Data Audit |
| Subject Access Request Form |
| Social Media & Electronic Communication Policy |
| Information & Data Protection Policy |
| The Management of Transferable Data Policy |
| Retention & Disposal Policy / Appendix A - List of Documents for Retention or Disposal |
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| <u>Staffing & Training Policies</u> <i>(Personnel Committee Remit)</i> |
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| Health & Safety Handbook |
| Induction Policy |
| Statement of Intent |
| Training Policy |