

## **ARTICLE 14**

### **POLICIES / PROCEDURES AS AT MAY 2023**

1. Comments and Complaints
2. Data Protection
3. Freedom of Information
4. Model Publication Scheme
5. Confidential Reporting
6. Hospitality/Gifts
7. Anti-Fraud and Corruption Policy
8. Mobile Phones
9. No Smoking Policy
10. Anti-Bullying and Harassment Policy
11. Annual Leave Procedure
12. Grievance Procedure
- 13(a) Performance Management Policy and Procedure
- 13(b) Disciplinary Policy and Procedure
14. Maternity Adoption & Surrogacy Policy Leave
15. Paternity Leave
16. Parental Leave
17. Special Leave
18. Training Statement of Intent
19. Recruitment Procedure
20. Exclusion Policy
21. Disclosure and Barring Services
22. Officers Code of Conduct
23. Child Protection & Safeguarding Children Policy
24. Redundancy Policy & Procedure

25. Sickness Absence Policy & Procedure (including notification procedure)
26. Document Retention & Disposal Policy
27. Statement of Community Engagement
28. Purchase Ordering and Payment for Goods and Services Policy
29. **Restructuring and Re-organisation – Restricted Document**
30. Equality and Diversity
31. Officers' Allowances
32. Flexible Working
33. Retirement & Pensions Policy
34. Lone Working Policy
35. Appeal Process and Procedure
36. **Oakleaf CCTV Policy and Procedure - Restricted Document**
37. Tree Management Policy
38. Public Filming and Recording Policy
39. Shared Parental Leave Policy
40. Income & Debt Recovery Policy
41. Oak Leaf Sports Complex Cancellation Policy
42. Social Media Acceptable Use Policy
43. Environment Policy (Pending)
44. **Payment Card Data Security Policy – Restricted Document**
45. Body Worn Video (BWV) Policy
46. Flag Flying Protocol
47. Data Breach Policy
48. Mental Health and Wellbeing Policy
49. Drug and Alcohol Policy
50. Homeworking Policy
51. Grants and Donations Policy
52. IT, Computers & Communications Acceptable Use Policy
53. Community Recognition and Awards Scheme
54. Drone and Model Aircraft Policy