

Sutton Weaver Parish Council

Policy & Procedure Review Schedule

Policy/Procedure	Adoption/Last Review Date	Minute Ref	Renewal Cycle	Next Review Date
Code of Conduct	May-26	26.08	Annual	May-27
Standing Orders	May-26	26.08	Annual	May-27
Financial Regulations	May-26	26.08	Annual	May-27
Scheme of Delegation	May-26	26.08	Annual	May-27
Management Risk Assessment	May-26	26.08	Annual	May-27
Risk Management Policy	May-26	26.08	Annual	May-27
Internet Banking Policy	May-26	26.08	Annual	May-27
IT Policy	Sep-26	26.72	Annual	Sep-27
Freedom of Information Policy	Sep-26	26.72	Annual	Sep-27
Dignity at Work / Bullying and Harassment Policy	Sep-25	26.72	Bi-annual	Sep-27
Equality and Diversity Policy	Sep-25	26.72	Bi-annual	Sep-27
Health & Safety Policy	Sep-25	26.72	Bi-annual	Sep-27
Zero tolerance	Sep-25	26.72	Bi-annual	Sep-27
Freedom of Information Publication Scheme	Sep-25	26.72	Bi-annual	Sep-27
Email Policy	Sep-25	26.72	Bi-annual	Sep-27
Co-Option Policy	Sep-25	26.72	Bi-annual	Sep-27
Bullying & Harrassment Policy	Sep-25	25.72	Bi-annual	Sep-27
Complaints Procedure	Sep-25	25.72	Bi-annual	Sep-27
Disciplinary & Greivance Procedure	Sep-25	25.72	Bi-annual	Sep-27
Training & Development Policy	Sep-25	25.72	Bi-annual	Sep-27
Volunteer Policy	Sep-25	25.72	Bi-annual	Sep-27
Document Retention Policy	Oct-25	25.89	Bi-annual	Oct-27
Biodiversity Policy	Sep-25	25.72	5 Yearly	Sep-30

This Schedule replaces the necessity to update review dates on individual policies where no amendments are made.