

LIST OF POLICIES

Available at www.favershamtowncouncil.gov.uk

Strategic Policies

Policy Name	Last Review Date	Next Review Date
Community Engagement Strategy	June 2024	June 2026
Complaints Policy	June 2024	June 2026
Equality, Diversity and Inclusion Policy	June 2024	June 2026
Flag Flying Policy	September 2024	September 2026
General Terms of Reference for Committees	June 2024	May 2026
Health and Safety Policy	June 2024	May 2026
Honorary Freeman Policy	October 2017	May 2025
Member / Officer Protocol	May 2023	May 2025
Memorial Dedication Policy	March 2017	
Non-Councillor Member Policy	April 2024	April 2026
Planning Protocol	March 2025	May 2027
Press and Media Policy	January 2019	
Publication Scheme	June 2024	September 2025
Robe Wearing Protocol	September 2024	September 2026
Scheme of Delegation	June 2024	June 2025
Social Media and Electronic Communication Policy	June 2022	May 2025
Social Media Civility Respect Guide and Policy Statement	September 2023	May 2026
Standing Orders	May 2024	May 2025
Statement on Delivering Value for Money	July 2024	2028
Statement on Engaging with the Community on Issues Related to	July 2024	2028

the Environment and Climate Change		
Statement on Managing the Performance of the Council as a Corporate Body	July 2024	2028
Statement on Providing Leadership in Planning for the Future of the Community	July 2024	2028
Strategic Plan 2024-2028		2025
Tree Management Policy	October 2020	
Vexatious Complainant Policy	September 2023	April 2026
Website Accessibility Statement	April 2024	April 2026

Finance Policies

Policy Name	Last Review Date	Next Review Date
Financial Risk Assessment and Management Strategy	April 2024	April 2025
Financial Regulations	June 2024	May 2025
Grant Making Policy	June 2024	June 2025
Investment Policy and Strategy	June 2024	May 2026
Reserves Policy	February 2025	April 2026
Youth Grant Fund Policy	June 2024	June 2026

GDPR Policies

Policy Name	Last Review Date	Next Review Date
Breach Notification Policy	April 2018	
Document Retention Policy	October 2023	
Naming Members of the Public in Minutes Policy	November 2018	
Filming and Recording of Meetings Policy	January 2019	
Public Participation Policy	May 2020	
Privacy Notice – Public	November 2023	June 2025
Privacy Notice – Employees	November 2023	June 2025
Subject Access Request Policy	April 2018	

HR Policies

Policy Name	Last Review Date	Next Review Date
Dignity at Work Policy	September 2023	May 2026
FTC Employee Handbook	August 2024	May 2026
Lone Working Policy	September 2024	May 2026
Safeguarding Policy*	January 2025	May 2027
Statement on Managing the Performance of Staff	July 2024	2028
Training and Development Policy	June 2024	May 2026
Volunteer Policy	September 2024	May 2026