

Governance

Council is recommended to support the action as outlined in the table below:

All policies can be viewed electronically on the MRTC Website @ <https://market-rasen.parish.lincolnshire.gov.uk/council-business/policies-procedures/1>

Or copies can be requested from the Clerk.

Policy	Reviewed / Last reviewed	Changes needed?
Standing Orders	Last reviewed by Council Dec 2022	Yes 1. Amend quorum of HR Committee to three 2. Contract finder tender value of £30,000 includes VAT 3. Amend Scheme of Delegation section to harmonise with the Committee structure
Co-option	Adopted by Council March 2022	No
Complaints	Last reviewed by Council May 2022	No
Communications (Press /media)	Last reviewed by Council May 2022	No
Electronic Screens & Noticeboards	Adopted by Council October 2022	No
Social Media & Electronic Communications	Adopted by Council October 2022	No
Record Retention	Last reviewed by Council May 2022	No
Vexatious Complaints	Adopted by Council May 2022	No
Grant Awarding	Adopted by Council Nov 2022	No
Members Code of Conduct	West Lindsey District Council model adopted. Reviewed as model updated	
Safeguarding policy	Last reviewed by Council May 2022	Yes 1. Update with lead safeguarding officer details
Expenses	Adopted October 2018	No
Metal Detector	Adopted by Council March 2020	No
Freedom of information & Data Protection policies:		
Freedom of Information Data Breach Data Protection Privacy Notices Subject access procedure Publication scheme	Last reviewed by Council May 2022 Publication scheme re-adopted by Council – July 2022	No

HR		
Health & Safety Anti-bullying & harassment Capability procedure Disciplinary policy Grievance policy Lone worker policy Overtime policy Performance improvement Sickness & absence Training Dignity at Work Whistleblowing Equal Opportunities Equality & diversity	Last reviewed by Council 2022 Anti-bullying & harassment replaced by Dignity at Work adopted by Council – Oct 2022 Whistleblowing adopted by Council – Oct 2022 Equal Opportunities adopted Oct 2019 Equality & diversity adopted Oct 2018	To be referred to HR Committee for review with recommendations referred to Full Council
Finance & Properties		
Financial Regulations	Last reviewed by Council May 2022 An updated model template due for release later this year.	Yes 1. Contract finder tender value of £30,000 includes VAT To be referred to Finance and Properties Committee for review once updated model template is released and ready for review
Risk Management	Last reviewed by Council May 2022	To be referred to Finance and Properties Committee for review with recommendations referred to Full Council
Fire Safety	Adopted by Council March 2022	To be referred to Finance and Properties Committee for review with recommendations referred to Full Council