

| Name     | Policy  | Reason                     | Policy Writing     | Consultation         | EIA date              | JCC                | Staffing Policy | Full Council | Sign Off | Legal review |
|----------|---|----------------------------|--------------------|----------------------|-----------------------|--------------------|-----------------|--------------|----------|--------------|
| Laura    | Appointment process                           | Update required            | June / July        | 22nd July - 6th Aug  | 15th Sept             | October            | 12th October    | N/A          | Yes      | Yes          |
|          | Absence / Sickness                            | Operational requirement    | August / September | 6th - 24th Sept      | 17th Sept             | 6th December       | 10th December   | N/A          | Yes      | Yes          |
|          | Smoking Policy                                | Consistency                | December / January | December/January     |                       |                    |                 | N/A          |          | No           |
|          | Paternity leave                               | Legislation change         | January / February | February             |                       |                    |                 |              |          |              |
|          | Appointments process - Chief Officers         | Operational requirement    |                    |                      | 3rd Feb 2011          | 16th Feb 2011      | 9th March 2011  | N/A          |          | No           |
| Paula    | Code of Conduct                               | Transformation requirement | May                | 4th - 15th May       | 5th May               | N/A                | 19th May        | 13th July    | Yes      | Yes          |
|          | Flexible Working (re-write)                   | Transformation requirement | January            | January              | tbc                   | 16th Feb 2011      | 9th March 2011  | N/A          |          | No           |
|          | Lone Working (re-write)                       | Transformation requirement | June / July        | 5th - 16th July      | 23rd June             | N/A                | N/A             | N/A          | Yes      | No           |
|          | Home Working - BH                             | Transformation requirement | June / July        | 5th - 16th July      | 5th July              | 2nd Sept           | N/A             | N/A          | Yes      | No           |
|          | Redundancy policy                             | Operational requirement    | July               | 22nd July - 6th Aug  | 15th Sept and 4th Oct | October            | 12th october    | N/A          | Yes      | yes          |
|          | Disciplinary                                  | Operational requirement    | August / September | 6th - 24th Sept      | 16th November         | 2nd November       | 24th Nov        | N/A          | Yes      | Yes          |
|          | Honoraria                                     | Operational requirement    | September          | 27th Sept - 8th Oct  | 12th January 2011     | Jan-11             | 9th Feb 2011    | N/A          |          | No           |
|          | Consultancy / Temp agency                     | New initiative             | August / September | November             | N/A                   | 6th December       | 10th December   | N/A          | Yes      | No           |
|          | Appeals against overpayments                  | Operational requirement    | Jan-11             | November/December    | 12th January 2011     | Jan-11             | 9th Feb 2011    | N/A          |          | No           |
|          | Redundancy - Chief Officers                   | Operational requirement    |                    |                      |                       |                    |                 |              |          |              |
| Cath     | Absence Amends                                | Reporting/FIT note changes | May/June           | May/June             | N/A                   | Informally agreed  | N/A             | N/A          | Yes      | No           |
|          | Maternity / Adoption                          | Legislation change         | June               | 19th - 31st May      | N/A                   | Informally agreed  | N/A             | N/A          | Yes      | Yes          |
|          | Time off to train                             | New legislation            | June / July        | 28th June - 9th July | 5th July              | 2nd Sept info only | 28th July       | N/A          | Yes      | No           |
|          | Grievance                                     | Operational requirement    | August / September | 27th Sept - 8th Oct  | 16th November         | 2nd November       | 24th Nov        | N/A          | Yes      | Yes          |
|          | Equal Opps policy                             | New legislation            | November/December  | 8th - 19th Nov       | 16th November         | 16th Feb 2011      | 9th March 2011  | N/A          |          | Yes          |
|          | Disability support                            |                            |                    |                      |                       |                    |                 |              |          |              |
| Melanie  | Religion in the workplace                     |                            |                    |                      |                       |                    |                 |              |          |              |
|          | Politically Restricted Posts                  | New legislation            | July               | 9th - 20th Aug       | 17th August           | 2nd Sept           | 22nd Sept       | N/A          | Yes      | Yes          |
|          | Work Performance                              | Operational requirement    | August / September | December/January     | 12th January 2011     | Jan-11             | 9th Feb 2011    | N/A          |          | Yes          |
|          | Recruitment                                   | Operational requirement    | December - March   | December - March     | 1st March             | 27th April         | 18th May 2011   | N/A          |          | Yes          |
|          | Volunteer policy                              | Operational requirement    | September          | 6th - 24th Sept      | 12th october          | N/A                | N/A             | N/A          | Yes      | No           |
|          | Starting salaries and incremental progression | Operational requirement    | December - March   | December - March     | 1st March             | 27th April         | 18th May 2011   | N/A          |          | Yes          |
|          | Acting up                                     | Operational requirement    | December - March   | December - March     | 1st March             | 27th April         | 18th May 2011   | N/A          |          | Yes          |
|          | Secondments                                   | Operational requirement    | December - March   | December - March     | 1st March             | 27th April         | 18th May 2011   | N/A          |          | Yes          |
|          | Employment of children                        | Operational requirement    | December - March   | December - March     | 1st March             | 27th April         | 18th May 2011   | N/A          |          | Yes          |
|          | Employment of ex-offenders                    | Operational requirement    | December - March   | December - March     | 1st March             | 27th April         | 18th May 2011   | N/A          |          | Yes          |
|          | Criminal Record Disclosures                   | Operational requirement    | December - March   | December - March     | 1st March             | 27th April         | 18th May 2011   | N/A          |          | Yes          |
|          | Storage of Disclosure information             | Operational requirement    | December - March   | December - March     | 1st March             | 27th April         | 18th May 2011   | N/A          |          | Yes          |
|          | Probationary periods                          | Operational requirement    | October            | 8th - 19th November  | N/A                   | 27th April         | 18th May 2011   | N/A          |          | No           |
| Margaret | Dignity at Work (re-write)                    | Operational requirement    | July               | 2nd - 13th August    | 3rd August            | 24th June          | 28th July       | N/A          | Yes      | Yes          |
|          | Business Continuity Policies                  | Update required            | September          | 4th - 15th Oct       | 14th December         | 6th December       | 10th December   | N/A          | Yes      | Yes          |
|          | Magistrates / Election time off               | Operational requirement    | December           | December             | 12th January 2011     | 16th Feb 2011      | 9th March 2011  | N/A          |          | No           |
| Rebecca  | One appeal process                            | Operational requirement    | June               | 19th - 30th July     | 3rd August            | 3rd Nov            | 24th Nov        | N/A          | Yes      | Yes          |
|          | Career break scheme                           | Update required            | July               | 27th Sept - 8th Oct  | 12th October          | 3rd Nov info only  | 24th Nov        | N/A          | Yes      | Yes          |
|          | Employment break scheme                       | New template               |                    |                      |                       | N/A                | N/A             | N/A          |          | Yes          |
|          | Market plussages                              | Update required            | On hold            | On hold              |                       |                    |                 |              |          |              |
|          | Job evaluation - GLPC                         | Update required            | Jan/ Feb 2011      | N/A                  |                       | 3rd Feb 2011       | N/A             | N/A          | N/A      | No           |
|          | Job evaluation - Hay                          | Update required            | Jan/ Feb 2011      | N/A                  |                       | 3rd Feb 2011       | N/A             | N/A          | N/A      | No           |
| Amanda   | Time Off for Exceptional Circumstances        | Update required            | May                | May                  | done                  | N/A                | 19th May        | N/A          | Yes      | No           |
|          | Moving Home Allowance                         | Update required            | May/June           | March                | done                  | N/A                | 10th March      | N/A          | Yes      | No           |

Policies completed and implemented