

APPENDIX A

Document Titles	Dates created/last reviewed
Accommodation Allowance Scheme	Nov-15
Acting up Arrangement Framework	Apr-07
Additional Payment Policy	Jul-11
Adoption Leave Scheme	Aug-15
Annual Appraisal Framework	Nov-17
Annual Leave - Buying	Mar-18
Annual Leave Memo	Jun-12
Annual Leave Scheme	Aug-02
Anti-Fraud and Corruption Policy Statement	Aug-02
Capability: Managing Poor Performance Procedure	Dec-07
Capability: Managing Sickness Absence Procedure	Oct-06
Car Allowance Scheme	Dec-11
Code of Conduct - Employees	Nov-17
Compassionate Leave Policy	Oct-03
Compressed Hours Guidance	Nov-08
Disciplinary Procedure and Rules	Oct-06
Early retirement policy framework	Aug-15
Employee Handbook	Jan-18
Employee Wellbeing in the Workplace Policy	Jan-05
Employment Stability Agreement	Mar-04
Equal Opportunity in Employment Policy and Strategy	Aug-03
Facilities Agreement	Aug-08
Fixed Term Contracts Guidance and Policy Statement	Jan-16
Flexible Retirement Policy	Nov-13
Flexible Working - Right to Apply	Dec-10
Flexible Workstyles Guidance	Nov-13
Foster Carer Policy	Aug-15
Grievance and Disputes Procedure	Oct-06
Guidelines on Secondment and Joint Team Arrangements	Jul-08
Harassment Policy and Procedure	Mar-02
Incremental Progression Policy and Guidance	Apr-12

<u>Long Service Award Guidance</u>	Aug-02
<u>Managers' Guide to Employment References</u>	Dec-00
<u>Market Supplement Policy</u>	Apr-08
<u>Maternity Scheme</u>	Aug-15
<u>Maternity Support Leave Scheme</u>	Apr-03
<u>Organisational Change - Guidance and Support for Employees</u>	Sep-15
<u>Organisational Change - Managers Guide</u>	Nov-14
<u>Overtime Payment Policy</u>	May-11
<u>Parental Leave Scheme</u>	Sep-03
<u>Paternity Policy</u>	Aug-15
<u>Payment for working on a Bank/Statutory Holiday</u>	Apr-11
<u>Performance Related Progression Scheme</u>	May-10
<u>Policy and Guidance on the employment of reserve forces staff</u>	Jul-14
<u>Policy for the Safeguardng of Employee HR/Payroll Data & Records</u>	Aug-12
<u>Policy in the event of disruption to staff</u>	Dec-10
<u>Policy Procedure for Appointment of Casual Staff</u>	Jan-13
<u>Probation Scheme</u>	Jan-17
<u>Recruitment and retention of disabled people</u>	Jul-13
<u>Recruitment and Selection Policy</u>	Dec-14
<u>Reimbursement of Expenses Agreement</u>	Apr-15
<u>Relocation Scheme</u>	Nov-15
<u>Relocation Scheme for Overseas Social Workers</u>	Nov-15
<u>Shared Parental Leave Scheme</u>	Feb-15
<u>Shift/ Unsocial hours allowance model</u>	Jun-11
<u>Social Media Policy (written by Communications re. use of social media f</u>	Jul-10
<u>Standby and Call Out Scheme</u>	Jun-11
<u>Study Leave</u>	May-09
<u>Time off for treatment</u>	Jul-14
<u>Training and Development Policy</u>	Nov-98
<u>Transgender Policy</u>	Proposed
<u>Volunteers - Corporate Policy</u>	Jan-16
<u>Whistleblowing Policy</u>	Jul-14
<u>Work Life Balance Guidance</u>	Nov-07

[Working Time Regulations Policy Statement](#)

Feb-99

[Worklife Balance Policy](#)

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