

## Aiskew and Leeming Bar Policies 2026

Status
BP – Best Practice
SR – Statutory Requirement

Item No	Policy/Procedure	Comments	Status	Adopted Date	Review Date
1	Standing Orders	Adapted NALC Model Standing Orders (31/03/25)	SR		
2	Financial Regulations	Adapted NALC Model Financial Regulations (13/03/25)	SR		
3	Code of Conduct	Adapted from LGA Code of Conduct (07/21)	SR		
4	Risk Management Policy	Adapted from YLCA Model policy (09/01/20)	BP		
5	Data protection/information security policy	Adapted NALC Model policy (12/19)	BP		
6	Complaints Procedure	Adapted from YLCA Model policy (16/10/23)	SR		
7	Social Media Policy	Adapted from YLCA Model policy (12/23)	BP		
8	IT Policy	Adapted NALC Simple Model policy (16/06/25)	BP		
9	Lone Working policy	Taken from NALC Model policy – last updated 9 Aug 24.	BP		
10	Working from home policy	Taken from NALC Model policy – last updated 9 Aug 24.	BP		
12	Biodiversity Policy	Taken from YLCA Model policy – last updated 2 Feb 26.	BP		
12	Document Retention Policy		BP		

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13	Equality & Diversity Policy		BP		
14	Vexatious Complaints & Correspondence Policy		BP		
15	Grievance and Disciplinary Procedures Policy		BP		
16	Expense Policy		BP		