

Summary & Index (1.01)

Summary

The County Executive Committee (CEC) has approved a number of procedures and policies which members of the county team are required to follow in order to ensure that the Berkshire County Scout Council (BCSC) discharges its duties with respect to the policies of The Scout Association and the requirements of the Charity Commission.

These procedures and policies are updated and approved by the CEC as required and on an annual basis.

It is the responsibility of each line manager to ensure that those volunteers they lead are fully aware of these procedures and policies which are available on the Berkshire Scouts website under "Document store".

List of procedures and policies (Index)

1.01 BCSC Procedures & Policies – Summary & Index (this document)
[v11; 29 December 2018]

Finances

- 1.02 Financial controls [v04; 19 January 2016]
- 1.03 Purchase cards & Application form [v07; 19 January 2016]
- 1.04 Blank
- 1.05 Purchasing [v04; 16 December 2015]
- 1.06 Investments [v02; 16 December 2015]
- 1.07 Reserves [v03; 6 January 2016]
- 1.08 Expenses [v05; 15 December 2015]
- 1.09 Approvers [v03; 19 January 2016]
- 1.10 Expenses claim form [v05; 10 October 2016]
- 1.11 Leader funding (events/activities) – Roger King International Fund [13 November 2018]

Other

- 1.20 County plan 2017–19 [v08; 10 September 2018]
- 1.21 Approval of events/activities [v06; December 2018]
- 1.22 Events/activities checklist [v06; December 2018]
- 1.23 AAC guidelines [March 2016]
- 1.24 Data Protection policy [September 2018]
- 1.25 Register of Data Processors [September 2018]
- 1.26 Privacy Statement [September 2018]

List last modified 29 December 2018