

## Personnel Committee Work Programme

Title	Brief Summary of Agenda Item	Lead Officer	Report Author
<b>18 April 2018</b>			
Apprenticeships – Update Report	Approval of future actions	Marje Toward	Helen Richardson
Health and Safety - Progress on Actions	Progress on Actions and approval of next steps	Marje Toward	John Nilan
Learning at Work Week	Approval of programme of activity	Marje Toward	Helen Richardson
<b>23 May 2018</b>			
Employee Health and Wellbeing and Sickness Absence Performance (Quarter 4 - 2017/18)	Quarterly update and approval of annual action plan	Marje Toward	Claire Gollin
Careers Outreach Events	Update and approval of next steps	Marje Toward	Helen Richardson
Proposed terms and conditions package	Approval of a revised package of terms and conditions	Marje Toward	Gill Elder
<b>25 July 2018</b>			
Workforce Strategy	Approval of the Council's Workforce Strategy 2018-2021	Marje Toward	Gill Elder