

## **PERSONNEL COMMITTEE - WORK PROGRAMME**

<b><u>Report Title</u></b>	<b><u>Brief summary of agenda item</u></b>	<b><u>For Decision or Information ?</u></b>	<b><u>Lead Officer</u></b>	<b><u>Report Auth</u></b>
<b>Items for future meetings – dates to be confirmed</b>				
Quarterly sickness absence reporting (quarter 4)		Information	M Toward	Claire Gollin
Headcount figures and numbers of redundancies		Information	M Toward	Claire Gollin
Summary of senior officer redundancies (if required)		Information	M Toward	Bev Cordon

**Dates and Deadlines for Personnel Committee**

<b><u>Report deadline</u></b>	<b><u>Date of pre-agenda</u></b>	<b><u>Agenda publication</u></b>	<b><u>Date of Committee</u></b>
26 February 2013	4 March 2013 – 2pm	12 March 2013	20 March 2013