

Personnel Committee Work Programme

Title	Brief Summary of Agenda Item	Lead Officer	Report Author
2 October 2019			
Apprenticeship Levy Update	Update on apprenticeships within the Council	Marje Toward	Helen Richardson
Sickness Absence Performance Trends and ongoing Action for Improvement (Quarter 1 - 2019/20) including support for Employees with Mental Health Issues	Quarterly update, review of target and approval of annual action plan and update on the range of initiatives to support employees experiencing mental health issues	Marje Toward	Gill Elder
Equality Action Plan	Annual action plan	Marje Toward	Gill Elder
27 November 2019			
Sickness Absence Performance Trends and ongoing Action for Improvement (Quarter 2 - 2019/20)	Quarterly update, review of target and approval of annual action plan	Marje Toward	Gill Elder
Health and Safety Six Monthly Update	Update on progress and approval of next steps	Marje Toward	John Nilan
Update on Attendance at Careers Outreach Events	Update on attendance at careers outreach events	Marje Toward	Helen Richardson
Development of Work Experience Opportunities	Update on the development of work experience opportunities within the Council	Marje Toward	Helen Richardson
Graduate Development Programme	Update on in-house graduate development programme	Marje Toward	Helen Richardson
29 January 2020			
Gender Pay Gap - Update			
11 March 2020			
Sickness Absence Performance Trends and ongoing Action for Improvement (Quarter 3 - 2019/20)	Quarterly update, review of target and approval of annual action plan	Marje Toward	Gill Elder

Disability Leader Accreditation – Update	Update on progress	Marje Toward	Gill Elder
06 May 2020			
Health and Safety Six Monthly Update	Annual performance and action plan	Marje Toward	John Nilan
Sickness Absence Performance Trends and ongoing Action for Improvement (Quarter 4 - 2019/20)	Quarterly update, review of target and approval of annual action plan	Marje Toward	Gill Elder
08 July 2020			
Workforce Profile Information 2019	Annual report on workforce profile information	Marje Toward	Gill Elder
Workforce Plan	Annual update report	Marje Toward	Gill Elder
People Strategy	Annual update report	Marje Toward	Gill Elder