

PERSONNEL COMMITTEE - WORK PROGRAMME

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>For Decision or Information ?</u>	<u>Lead Officer</u>	<u>Report Author</u>
11 September 2013				
Quarterly sickness absence reporting (quarter 1 – 2013/14)	Update report	Information	M Toward	Claire Gollin
Employee headcount information (6 monthly)	Update report	Information	M Toward	Claire Gollin/ Bev Cordon
Quarterly vacancy control report	Update report	Information	M Toward	Claire Gollin/ Bev Cordon
Workforce Information Report 2013	Update report	Information	M Toward	Claire Gollin
6 November 2013				
Quarterly sickness absence reporting (quarter 2 – 2013/14)	Update report	Information	M Toward	Claire Gollin
29 January 2014				
Quarterly vacancy control report	Update report	Information	M Toward	Claire Gollin/ Bev Cordon
12 March 2014				
Quarterly sickness absence reporting (quarter 3 – 2013/14)	Update report	Information	M Toward	Claire Gollin
Employee headcount information (6 monthly)	Update report	Information	M Toward	Claire Gollin/ Bev Cordon
Pay Policy Statement 2014/15	Update report	Information	M Toward	Claire Gollin
21 May 2014				
Quarterly sickness absence reporting (quarter 4 – 2013/14)	Update report	Information	M Toward	Claire Gollin
Quarterly vacancy control report	Update report	Information	M Toward	Claire Gollin/ Bev Cordon
2 July 2014				
tbc				

Dates and Deadlines for Personnel Committee

<u>Report deadline</u>	<u>Date of pre-agenda</u>	<u>Agenda publication</u>	<u>Date of Committee</u>