

Surrey Heath Borough Council
Employment Committee
8 February 2022

Work Programme 2021/22

Head of Service	Gavin Ramtohal – Legal & Democratic Services
Report Author:	Rachel Whillis – Democratic Services Manager
Key Decision:	No
Wards Affected:	n/a

Summary and purpose

To agree the work programme for the 2021/22 municipal year.

Recommendation

The Committee is advised to RESOLVE that the work programme for the remainder of the 2021/22 municipal year be agreed, as set out at Annex A

1. Background and Supporting Information

- 1.1 At each meeting the Committee will consider the work programme, be advised of updates and agree amendments as appropriate.
- 1.2 Meetings have been scheduled for the 2021/22 municipal year as follows:
 - 24 March 2022

2. Proposal and Alternative Options

- 2.1 It is proposed that the Committee considers the list of topics listed in Annex A of the work programme and makes such amendments as appropriate.

Annexes

Annex A – proposed Work Programme for 2021/22

**Joint Staff Consultative Group
Work Programme
2021/22**

Consultative Group meetings for the municipal year are scheduled to be held on the following dates:

- 24 March 2022

The following work for the 2021/22 municipal year has been identified for consideration by the Consultative Group:

Meeting	Topic	Source
24 March 2022	Pay Settlement 2022/23	HR
	Data Breaches Policy	ICT/HR
	Information Security Policy (Review)	ICT
	Data Protection Policy	ICT
	Social Networking Policy (Review)	HR/ICT
	Employment Stability Policies and Procedures	HR (review)

To be allocated

Annual report on the use of the Speak Up Policy

Family Friendly Policy (June 2022)

Unreasonably Persistent and Vexatious Communication & Complaints Policy

Christmas Closure 2022