

Surrey Heath Borough Council
Employment Committee
13 October 2022

Work Programme 2022/23

Head of Service **Louise Livingston – HR, Performance & Communications**
Report Author: **Julie Simmonds – HR Manager**
Key Decision: **No**
Wards Affected: **n/a**

Summary and purpose

To agree the work programme for the remainder of the 2022/23 municipal year.

Recommendation

The Committee is advised to RESOLVE that the work programme for the 2022/23 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 2022/23 municipal year as follows:
- 26 January 2023
 - 30 March 2023

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 –Work Programme for 2022/23

**Employment Committee
Work Programme
2022/23**

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

- 26 January 2023
- 2 March 2023

The following work for the 2022/23 municipal year has been identified for consideration by the Consultative Group:

Meeting	Topic	Source
26 January 2023	Leave and Special Leave	HR (review)
	Sickness Absence Policy	HR (review)
	Vexatious & Persistent Complaints Policy	Contact Centre Manager (review)
	Pensions Discretion Policy –	HR (review)
	Expenses Policy	HR (review)
	Pay Settlement 2023/24 (if required)	HR
	Speak Up Policy annual report	HR
	Car and Road Users Policy	HR (review)
	Salary Sacrifice Schemes	HR (new)
30 March 2023	Pay Settlement 2023/24	HR
	Data Breaches Policy	ICT/Information Governance (review)
	Information Security Policy	ICT (review)
	Data Protection Policy	ICT/Information Governance (review)
	Social Networking Policy	ICT/Information Governance (review)
	Staff Terms and Conditions of Employment	HR (review)
	Family Friendly Policy	HR (review)

To be scheduled:

2024 Social Networking Policy (reviewed Sept 2022)
Menopause Policy (new)