

Surrey Heath Borough Council
Employment Committee
30 March 2023

Work Programme 2023/24

Head of Service Sally Kipping – 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 2023/24 municipal year.

Recommendation

The Committee is advised to RESOLVE that the work programme for the 2023/24 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 2023/24 municipal year as follows:
- 13 July 2023
 - 12 October 2023
 - 1 February 2024
 - 28 March 2024

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 2023/24

**Employment Committee
Work Programme
2023/24**

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

- 13 July 2023
- 12 October 2023
- 1 February 2024
- 28 March 2024

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

Meeting	Topic	Source
13 July 2023	Menopause Policy	HR (New)
	Job Evaluation Policy	HR (new)
	Exceptional Payments	HR (Review)
	Data Breaches Policy	Information Governance (review)
	Data Protection Policy	Information Governance (review)
	Information Security Policy	ICT (review)
12 October 2023	People Strategy	HR (new)
	Casual, Fixed Term Policy	HR (review)
	Capability Policy and Procedure	HR (review)
	Organisational Change	HR (review)
1 February 2024	Speak Up Policy annual report	HR
	Speak up Policy	HR (review)
	Agile Working Policy	HR (review)
	Carers Policy	HR (new)
	Pensions Discretion Policy –	HR (review)
	Pay Settlement 24/25	HR
	Recruitment	HR (review)
28 March 2024	Pay Settlement 24/25	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)

To be scheduled: