

Surrey Heath Borough Council
Employment Committee
13 July 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 remainder of yjr2023/24 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:
- 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:

- 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
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	Pay Settlement 2024/25	HR
	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)
	Recruitment	HR (review)
28 March 2024	Pay Settlement 2024/25	HR
	Grievance Policy and Procedure for Statutory and non-statutory CMT	HR
	Disciplinary Policy and Procedure for Statutory and non-statutory CMT	HR

To be scheduled: