



Committee: Personnel Committee
Date: Wednesday 15 March 2023
Time: 10.00 am
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

Councillor Jason Slaymaker (Chairman)	Councillor Simon Holland (Vice-Chairman)
Councillor Andrew Beere	Councillor Ian Corkin
Councillor Gemma Coton	Councillor Fiona Mawson
Councillor Lynn Pratt	Councillor Chris Pruden
Councillor Les Sibley	Councillor Amanda Watkins
Councillor Douglas Webb	Councillor Barry Wood

AGENDA

1. Apologies for Absence and Notification of Substitute Members

2. Declarations of Interest

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

3. Petitions and Requests to Address the Meeting

The Chairman to report on any requests to submit petitions or to address the meeting.

4. Urgent Business

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

5. **Minutes** (Pages 5 - 10)

To confirm as a correct record the Minutes of the meeting of the Committee held on 31 January 2023.

6. **Chairman's Announcements**

To receive communications from the Chairman.

7. **Policy Updates** (Pages 11 - 48)

Report of Chief Executive

Purpose of report

To seek approval from the Personnel Committee on proposed changes to existing HR policies.

Recommendations

The meeting is recommended:

1.1 Officers recommend the committee reviews and approves the following policies for implementation:

- Corporate Health, Safety and Wellbeing Policy
- Probation Policy
- Honorarium Policy

8. **Equalities, Diversity and Inclusion (EDI) Action Plans** (Pages 49 - 66)

Report of Assistant Director – Customer Focus

Purpose of report

To seek the committee's views on the draft action plans for delivering the council's equality, diversity and inclusion commitments for creating an inclusive workplace, which are set out in its Equalities Framework, Including Everyone.

Recommendations

The meeting is recommended:

1.1 To review the draft action plan for an Inclusive Workplace and provide comments for the Executive Committee to consider at its April meeting.

1.2 To recommend to the Executive Committee that there is a delegation of authority to the Assistant Director for Customer Focus to make minor amendments to the agreed Inclusive Workplace Action Plans in consultation with the portfolio holder and Chair of the EDI working group

Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.

Information about this Meeting

Apologies for Absence

Apologies for absence should be notified to democracy@cherwell-dc.gov.uk or 01295 221534 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Queries Regarding this Agenda

Please contact Aaron Hetherington, Democratic and Elections democracy@cherwell-dc.gov.uk, 01295 221534

Yvonne Rees
Chief Executive

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