

Personnel Committee Work Programme 2023-24

(Updated: 5 June 2023)

Item	Description	Contact Officer
Tuesday 13 June 2023 (NB. Meeting at 7.30pm. Personnel Committee training, 6.30pm – 7.30pm)		
Workforce Profile Statistics – Q4 22/23	To provide an update on Cherwell District Council’s workforce including KPIs for measuring staff well-being and to highlight the actions officers are taking to address any issues	Claire Cox, AD HR & OD
Policy Updates	To seek approval from the Personnel Committee on proposed changes to existing HR policies.	Claire Cox, AD HR & OD
Equalities, Diversity and Inclusion (EDI) Working Group	To appoint three Personnel Committee members to the informal EDI working group, a joint working group with representatives from the Overview & Scrutiny Committee	Shone Ware, AD Customer Focus
Work Programme Review	To review the Committee work programme	Claire Cox, AD HR & OD
Wednesday 2 August 2023		
Workforce Profile Statistics – Q1 23/24	To provide an update on Cherwell District Council’s workforce including KPIs for measuring staff well-being and to highlight the actions officers are taking to address any issues	Claire Cox, AD HR & OD
Policy Updates	To seek approval from the Personnel Committee on proposed changes to existing HR policies.	Claire Cox, AD HR & OD
Work Programme Review	To review the Committee work programme	Claire Cox, AD HR & OD
Wednesday 1 November 2023		
Workforce Profile Statistics – Q2 23/24	To provide an update on Cherwell District Council’s workforce including KPIs for measuring staff well-being and to highlight the actions officers are taking to address any issues	Claire Cox, AD HR & OD
Policy Updates	To seek approval from the Personnel Committee on proposed changes to existing HR policies.	Claire Cox, AD HR & OD

Item	Description	Contact Officer
Work Programme Review	To review the Committee work programme	Claire Cox, AD HR & OD
Wednesday 7 February 2024		
Gender Pay Gap	To provide the latest Gender Pay Gap report for information.	Claire Cox, AD HR & OD
Workforce Profile Statistics – Q3 23/24	To provide an update on Cherwell District Council’s workforce including KPIs for measuring staff well-being and to highlight the actions officers are taking to address any issues	Claire Cox, AD HR & OD
Policy Updates	To seek approval from the Personnel Committee on proposed changes to existing HR policies.	Claire Cox, AD HR & OD
Work Programme Review	To review the Committee work programme	Claire Cox, AD HR & OD

Meeting Dates 2023/24 (All Wednesday, 6.30pm unless indicated)

Tuesday 13 June 2023 (7.30pm), 2 August 2023, 1 November 2023, 7 February 2024

Training for Personnel Committee members will be held at 6.30pm on Tuesday 13 June, immediately prior to the first meeting of the Committee in the 2023/24 municipal year