



Committee: Personnel Committee
Date: Wednesday 24 June 2026
Time: 6.30 pm
Venue: 39 Castle Quay, Banbury, OX16 5FD

Membership

Councillor Rebecca Biegel (Chair)	Councillor Julius Parker (Vice-Chair)
Councillor Dr Isabel Creed	Councillor Dr Faltermeyer
Councillor Frank Ideh	Councillor Paul Jeffreys
Councillor Kieron Mallon	Councillor Fiona Mawson
Councillor G.A. Popescu	Councillor Chris Pruden
Councillor Nigel Simpson	Councillor Bryonie Wells

Substitutes Any member of the relevant political group, excluding members of the Appeals Panel

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

To confirm as correct records the Minutes of the meetings of the Committee held on 4 March 2026 and 20 May 2026.

4. **Chair's Announcements**

To receive communications from the Chair.

5. Requests to Address the Meeting

The Chair to report on any requests to address the meeting.

6. Policy Review Updates (Pages 11 - 66)

Report of Assistant Director Human Resources

Purpose of report

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

Recommendations

The Personnel Committee resolves:

1.1 To review and approve the following policies for implementation:

- a. Probation Policy
- b. Travel and Subsistence Policy
- c. Standby and On Call Policy
- d. Bereavement and Compassionate Leave Policy
- e. Market Supplement Policy
- f. Capability Policy

7. Workforce Profile Statistics - Quarter 4, 2025-2026 (Pages 67 - 98)

Report of Assistant Director Human Resources

Purpose of report

To provide the Personnel Committee with an update on Cherwell District Council's workforce including measuring staff well-being and to highlight the actions officers are taking to address any issues.

Recommendations

The Personnel Committee resolves:

1.1 To review and note the workforce data for quarter 4 of 2025/26 provided in appendix one, devised to provide insight that will enable officers of CDC to address challenges and efficiencies in the workforce more efficiently.

8. Urgent Business

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

Councillors are requested to collect any post from their pigeon hole in the Members' Lounge before or 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.

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Queries Regarding this Agenda

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

Shiraz Sheikh
Monitoring Officer

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