



Committee: Personnel Committee
Date: Tuesday 9 July 2024
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

Councillor Amanda Watkins (Chairman)	Councillor Gemma Coton (Vice-Chairman)
Councillor Rebecca Biegel	Councillor Chris Brant
Councillor Phil Chapman	Councillor David Hingley
Councillor Harry Knight	Councillor Nicholas Mawer
Councillor Fiona Mawson	Councillor Lynne Parsons
Councillor Chris Pruden	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 correct records the Minutes of the meetings of the Committee held on 7 February 2024 and 22 May 2024.

6. **Chairman's Announcements**

To receive communications from the Chairman.

7. **Policy Review Updates** (Pages 11 - 52)

Report of Assistant Director of 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:

- Flexible Working Request Policy
- Domestic Abuse Policy
- Flexi scheme Policy
- Employers LGPS Discretions Policy

8. **Workforce Profile Statistics - Quarter 4 2023-24** (Pages 53 - 80)

Report of Assistant Director of Human Resources

Purpose of report

To provide the Personnel Committee with an update on CDC'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 2023/24 provided in appendix one.

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.

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Queries Regarding this Agenda

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

Shiraz Sheikh
Monitoring Officer

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