

Human Resources Committee

Agenda

**Thursday, 16 May 2024 at 6.30 p.m.
Committee Room - Tower Hamlets Town Hall,
160 Whitechapel Road, London E1 1BJ**

Members:

To be confirmed at the Annual Council Meeting 15 May 2024

[The quorum for this body is 3 voting Members]

Contact for further enquiries:

Justina Bridgeman, Democratic Services,
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020 7364 4854

<https://democracy.towerhamlets.gov.uk/>



Public Information

Viewing or Participating in Committee Meetings

The meeting will be broadcast live on the Council's website. A link to the website is detailed below. The press and public are encouraged to watch this meeting on line.

Please note: Whilst the meeting is open to the public, the public seating in the meeting room for observers may be limited due to health and safety measures. You are advised to contact the Democratic Services Officer to reserve a place.

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A Guide to Human Resources Committee

The Committee is responsible non-executive human resources (HR) and personnel issues such as recruitment of chief officers and employee appeals against dismissal.

Public Engagement

Meetings of the committee are open to the public to attend, and a timetable for meeting dates and deadlines can be found on the council's website.

London Borough of Tower Hamlets

Human Resources Committee

Thursday, 16 May 2024

6.30 p.m.

APOLOGIES FOR ABSENCE

1. DECLARATIONS OF INTERESTS (PAGES 7 - 8)

Members are reminded to consider the categories of interest in the Code of Conduct for Members to determine whether they have an interest in any agenda item and any action they should take. For further details, please see the attached note from the Monitoring Officer.

Members are reminded to declare the nature of the interest and the agenda item it relates to. Please note that ultimately it's the Members' responsibility to declare any interests and to update their register of interest form as required by the Code.

If in doubt as to the nature of your interest, you are advised to seek advice prior to the meeting by contacting the Monitoring Officer or Democratic Services

2. APPOINTMENT OF VICE CHAIR

3. MINUTES (PAGES 9 - 14)

To agree the unrestricted minutes of the Human Resources Committee meeting held on 07 March 2024.

4. REPORTS FOR CONSIDERATION

4.1 Human Resources Committee Terms of Reference, Quorum, Membership & Dates of 2024/25 Meetings (Pages 15 - 24)

4.2 Establishment of Appeals Sub-Committees 2024/25 (To Follow)

TO FOLLOW

4.3 Establishment of Appointments Sub-Committee 2024/25 (To Follow)

TO FOLLOW



4 .4 Update on Senior Recruitment

TO FOLLOW

4 .5 Employee Relations Casework and Policy Quarterly Review

TO FOLLOW

4 .6 CEO Update on Council Transformation

TO FOLLOW

5. Human Resources Work Plan 2024/25

6. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

7. EXCLUSION OF THE PRESS AND PUBLIC

In view of the contents of the remaining items on the agenda the Committee is recommended to adopt the following motion:

“That, under the provisions of Section 100A of the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985, the press and public be excluded from the remainder of the meeting for the consideration of the Section Two business on the grounds that it contains information defined as Exempt in Part 1 of Schedule 12A to the Local Government Act, 1972.”

Next Meeting of the Human Resources Committee

Thursday, 26 September 2024 at 6.30 p.m. to be held in Committee Room - Tower Hamlets Town Hall, 160 Whitechapel Road, London E1 1BJ



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Agenda Item 1

DECLARATIONS OF INTERESTS AT MEETINGS– NOTE FROM THE MONITORING OFFICER

This note is for guidance only. For further details please consult the Code of Conduct for Members at Part C, Section 31 of the Council's Constitution

(i) Disclosable Pecuniary Interests (DPI)

You have a DPI in any item of business on the agenda where it relates to the categories listed in **Appendix A** to this guidance. Please note that a DPI includes: (i) Your own relevant interests; (ii) Those of your spouse or civil partner; (iii) A person with whom the Member is living as husband/wife/civil partners. Other individuals, e.g. Children, siblings and flatmates do not need to be considered. Failure to disclose or register a DPI (within 28 days) is a criminal offence.

Members with a DPI, (unless granted a dispensation) must not seek to improperly influence the decision, must declare the nature of the interest and leave the meeting room (including the public gallery) during the consideration and decision on the item – unless exercising their right to address the Committee.

DPI Dispensations and Sensitive Interests. In certain circumstances, Members may make a request to the Monitoring Officer for a dispensation or for an interest to be treated as sensitive.

(ii) Non - DPI Interests that the Council has decided should be registered – (Non - DPIs)

You will have 'Non DPI Interest' in any item on the agenda, where it relates to (i) the offer of gifts or hospitality, (with an estimated value of at least £25) (ii) Council Appointments or nominations to bodies (iii) Membership of any body exercising a function of a public nature, a charitable purpose or aimed at influencing public opinion.

Members must declare the nature of the interest, but may stay in the meeting room and participate in the consideration of the matter and vote on it **unless:**

- A reasonable person would think that your interest is so significant that it would be likely to impair your judgement of the public interest. **If so, you must withdraw and take no part in the consideration or discussion of the matter.**

(iii) Declarations of Interests not included in the Register of Members' Interest.

Occasions may arise where a matter under consideration would, or would be likely to, **affect the wellbeing of you, your family, or close associate(s) more than it would anyone else living in the local area** but which is not required to be included in the Register of Members' Interests. In such matters, Members must consider the information set out in paragraph (ii) above regarding Non DPI - interests and apply the test, set out in this paragraph.

Guidance on Predetermination and Bias

Member's attention is drawn to the guidance on predetermination and bias, particularly the need to consider the merits of the case with an open mind, as set out in the Planning and Licensing Codes of Conduct, (Part C, Section 34 and 35 of the Constitution). For further advice on the possibility of bias or predetermination, you are advised to seek advice prior to the meeting.

Section 106 of the Local Government Finance Act, 1992 - Declarations which restrict Members in Council Tax arrears, for at least a two months from voting

In such circumstances the member may not vote on any reports and motions with respect to the matter.

Further Advice contact: Linda Walker, interim Director Legal, 020 7364 4348.

APPENDIX A: Definition of a Disclosable Pecuniary Interest

(Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, Reg 2 and Schedule)

Subject	Prescribed description
Employment, office, trade, profession or vacation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by the Member in carrying out duties as a member, or towards the election expenses of the Member. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority— (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land	Any beneficial interest in land which is within the area of the relevant authority.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.
Corporate tenancies	Any tenancy where (to the Member's knowledge)— (a) the landlord is the relevant authority; and (b) the tenant is a body in which the relevant person has a beneficial interest.
Securities	Any beneficial interest in securities of a body where— (a) that body (to the Member's knowledge) has a place of business or land in the area of the relevant authority; and (b) either— (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

LONDON BOROUGH OF TOWER HAMLETS

MINUTES OF THE HUMAN RESOURCES COMMITTEE

HELD AT 6.34 P.M. ON THURSDAY, 7 MARCH 2024

**COMMITTEE ROOM - TOWER HAMLETS TOWN HALL, 160 WHITECHAPEL
ROAD, LONDON E1 1BJ**

Members Present in Person:

Councillor Bellal Uddin	-(Chair)
Councillor Kabir Ahmed	-(Cabinet Member for Regeneration, Inclusive Development and Housebuilding)
Councillor Saied Ahmed	-(Cabinet Member for Resources and the Cost of Living)
Councillor Abdul Wahid	-(Cabinet Member for Jobs, Skills and Growth)
Councillor Sabina Khan	

Officers In Attendance Virtually:

Gail Simpson	-(Interim Head of Human Resources)
Catriona Hunt	-(Head of Human Resources)
Richard Penn	-(Advisor to Mayor Lutfur Rahman & CEO)
Carole S. Bowes	-(Employment Lawyer, Legal Services, Directorate Law, Probity and Governance)
Justina Bridgeman	-(Democratic Services Officer, Committees)

Officers Present Virtually:

Julie Lorraine	-(Corporate Director, Resources)
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1. DECLARATIONS OF INTERESTS

There were no declarations of pecuniary interests.

2. MINUTES

The minutes of the Human Resources Committee meeting held on 28 November 2023 were approved and signed as a correct record of proceedings.

3. WORK PLAN

Noted.

4. REPORTS FOR CONSIDERATION

4.1 Employee Relations Casework Policy Update 23/24 Q2

Julie Lorraine, Corporate Director of Resources, gave the Committee an overview of the employee relations casework from 01 October 2023 to 31 December 2023. Members were informed that in regard to the Housing Options issue, Trade unions indicated to the Chief Executive that they would support a vote of strike action. A subsequent meeting with union members was conducted and written requests were made for a listening group facilitated by a director with staff, and consideration be given for a formal mediation with management and staff.

Other issues related to scheduled meetings after close of business, inconsistencies with paid overtime between service teams and flexi time concerns. A meeting has been scheduled for 11 March 2024 with Paul Patterson, Corporate Director for Housing and Regeneration, and the service Director. A consistent approach in addressing the trade unions will be held.

Committee members were informed that a manager who staff expressed concerns about has now left the organisation. The outcome of the collective grievance is expected shortly.

Further to questions from the Committee, Julie Lorraine, Gail Simpson, Catriona Hunt and Carole Bowes;

- Clarified that the increase in grievances relate to Tower Hamlet Homes cases received now back in-house. A trend analysis on Tribunals with quarterly comparisons can be submitted to the Committee for consideration.
- Observed that there are ongoing tribunal cases which began several years ago and details can be added to the Employee Relations Casework report going forward if required. A review of the Acas pre-conciliation process is currently being conducted.

- Clarified that changes in the top tier structure of the council account for data located in the former Place directorate and newly established Communities directorate. Future reports will specify where they initially come from.
- Confirmed that the waste services dispute has been resolved and approximately 127 temporary staff members are now permanent members of the council. The trade unions and HR staff were praised for their hard work in negotiations to resolve the matter.
- Explained that an independent specialist and the monitoring officer are currently reviewing all outstanding grievance cases.
- Noted that an Employee Assistance Programme (EAP) is available for staff to discuss any work or wellbeing related concerns. Full details are available on the intranet.

Following the report, Committee members noted that a comprehensive approach to resolving staff issues is required.

RESOLVED that;

1. A trend analysis on Tribunals with quarterly comparisons to be submitted to the Committee for review.
2. The report be noted.

4.2 Update on Senior Recruitment

Julie Lorraine, Corporate Director of Resources, introduced the report which provided the current senior recruitment positions to senior management vacancies and the interim arrangements in place. The report was submitted late due to the delay in obtaining confirmation of appointments and announcements regarding postholders. The required pie chart amendments were noted, although overall figures remain correct.

Following the report, Committee members requested a timeline of when senior management posts will be filled.

RESOLVED that;

1. Timelines on when senior management posts will be filled be submitted to the Committee for review.
2. The report on the current position on the recruitment to senior management vacancies be noted.

4.3 Update on Disciplinary Action Process for Statutory Officers

Richard Penn, Advisor to Mayor Lutfur Rahman and the Chief Executive Officer, submitted the report which outlined new procedures in regard to disciplinary processes for the Head of Paid Service (CEO), Monitoring Officer (Director of Legal Services) and the Section 151 Officer (Chief Finance Officer). The report was delayed due to consultations with stakeholders.

Mr Penn informed members that the constitution does not currently have adequate procedures in place for dealing with statutory officers, if one of them was subject to disciplinary action. The Committee was asked to provide all three senior staff with the same special procedures and contractual entitlement that the CEO already has, to ensure a level of external independence within the process. The constitution would require amendments if it were approved.

The Committee were given a brief overview of the process, which would include the establishment of a politically balanced investigation and Disciplinary Committee, to examine any senior statutory officer concerns requiring disciplinary action. If it were deemed necessary, an independent investigator would then be commissioned and findings considered by the independent members of the Standards Committee. If a recommendation for dismissal was made, this would be taken to Full Council to give final approval.

A second request was made for an Appeal Sub-committee to be formed for recommendations other than dismissal. If a recommendation for suspension was made, this would be delegated to the HR Director in consultation with the Chair of the Investigation and Disciplinary Committee.

Further to questions from the committee, Richard Penn;

- Clarified that the constitution requires amendment, the revised processes are a contractual obligation for the Chief Executive and should be extended to the other senior statutory staff members. The Local Government Association has recommended councils adopt this procedure as a matter of course.
- Suggested that the wording of the recommendations be amended to 'Director of Workforce, OD and Business Support 'or equivalent and in consultation with the Mayor, to ensure this is reflected in the constitution.

Following the report, On a vote of 4 in favour 0 against and 1 abstention,

Committee members **RESOLVED** that;

1. The report wording is amended to 'Delegate to the Director of Workforce, OD and Business Support **or equivalent and in consultation with the Mayor** the Chair of the investigation and

Disciplinary Sub-Committee the power to suspend a Relevant Officer in cases of urgency’

2. The report wording is amended to ‘Agree that the Director of Workforce, OD and Business Support **or equivalent and in consultation with the Mayor** is delegated authority to make minor non-material changes to the procedures set out in Appendix 1, following consultation with the Chair of the Human Resources Committee before the final version is presented to Council for agreement.’
3. The report on the updated Disciplinary Action Processes for Statutory Officers be **AGREED** and noted.

4.4 Pay Policy 2024/25

Julie Lorraine requested members consider the draft 2024/25 pay policy statement and propose any changes. Members were also requested to delegate to the Chief Executive, in consultation with the Director of Workforce, OD and Business Support, Chair of the HR Committee and Monitoring Officer, any minor amendments to the pay policy statement. The report was delayed due to an urgent policy recommendation for submittance to Full Council on 20 March 2024.

Ms Lorraine noted minor amendments in the report, primarily the wording associated with the threshold and lump sum, expanded the wording that relates to the benchmarking to include the wider market and amending the wording to ‘Director of Workforce, OD and Business Support or equivalent ‘

Following the report, the Committee requested;

- Amending the wording to ‘Director of Workforce, OD and Business Support or equivalent and in consultation with the Mayor, Chair of the HR Committee and Monitoring Officer, any minor changes to the 2024/25 pay policy statement’.

RESOLVED that:

1. The report wording is amended to ‘Delegate to the Chief Executive, in consultation with the Director of Workforce, OD and Business Support, **or equivalent and in consultation with the Mayor**, Chair of the HR Committee and Monitoring Officer, any minor changes to the 2024/25 pay policy statement.
2. The report on the pay policy statement 2024/25 be **AGREED** and noted

5. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

None.

6. EXCLUSION OF THE PRESS AND PUBLIC


RESOLVED

1. That in accordance with the provisions of Section 100A of the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985, the press and public be excluded from the remainder of the meeting on the grounds that the remaining agenda item contained information defined as exempt or confidential in Part 1 of Schedule 12A to the Local Government Act 1972.

The meeting ended at 7.44 p.m.

Chair, Councillor Bellal Uddin

Human Resources Committee

Non-Executive Report of the: Human Resources Committee 16 May 2024	 TOWER HAMLETS
Report of: Director of Legal and Monitoring Officer	Classification: Open (Unrestricted)
Human Resources Committee Terms of Reference, Quorum, Membership and Dates of Meetings 2024/25	

Originating Officer(s)	Justina Bridgeman, Committee Services Officer and Matthew Mannion, Head of Democratic Services
Wards affected	All wards

Executive Summary

This report sets out the Terms of Reference, Quorum, Membership and Dates of Meetings of the Human Resources Committee for the Municipal Year 2024-25 for the information of the Human Resources Committee members.

Recommendations:

The Human Resources Committee is recommended to:

1. Note its Terms of Reference, Quorum, Membership and Dates of future meetings as set out in Appendices 1, 2 and 3 to this report.
2. Determine the preferred time at which the scheduled meetings will start.

1. REASONS FOR THE DECISIONS

- 1.1 The report is brought annually to assist new and returning Members by informing them of the framework of the Committee set out in the Council's Constitution.

2. ALTERNATIVE OPTIONS

- 2.1 Not applicable to this report

3. DETAILS OF THE REPORT

- 3.1 The Annual Meeting of the Full Council to be held on 15 May 2024, Council is anticipated to re-establish the Human Resources Committee, appoint its membership and to delegate to it a range of duties and responsibilities in accordance with the Constitution.

3.2 As per tradition, following the Annual General Meeting of the Council at the start of the Municipal Year, all committees note their Terms of Reference, Dates of meetings, Quorum and Membership for the forthcoming Municipal Year. These are set out in **Appendix 1 and 2** of the report.

3.3 Meetings are scheduled to take place at 6.30pm **See Appendix 3.**

4. EQUALITIES IMPLICATIONS

4.1 When drawing up the schedule of dates, consideration was given to avoiding school holiday dates and known dates of religious holidays and other important dates where at all possible.

5. OTHER STATUTORY IMPLICATIONS

5.1 This section of the report is used to highlight further specific statutory implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration. Examples of other implications may be:

- Best Value Implications,
- Consultations,
- Environmental (including air quality),
- Risk Management,
- Crime Reduction,
- Safeguarding.
- Data Protection / Privacy Impact Assessment

5.2 No specific statutory implications arising from this noting report.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

6.1 There are no direct financial implications arising from this report.

7. COMMENTS OF LEGAL SERVICES

7.1 The terms of reference for the Human Resources Committee are as set out in the Council's Constitution agreed by Council.

Linked Reports, Appendices and Background Documents

Linked Report

- None

Appendices

- Appendix 1 –Terms of Reference of Committee.
- Appendix 2 –Membership for the Committee – TO FOLLOW

- Appendix 3 – Dates of Committee Meetings 2024/25 – TO FOLLOW

Local Government Act, 1972 Section 100D (As amended)

List of “Background Papers” used in the preparation of this report

- None.

Officer contact details for documents:

N/A

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Terms of Reference of Committee

Human Resources Committee

Summary Description: The Committee is responsible non-executive HR and personnel issues such as recruitment of chief officers and employee appeals against dismissal.

Membership: 7 Councillors

Functions	Delegation of Functions
<p>1. To determine major policy on the terms and conditions on which staff hold office within allocated resources</p>	
<p>2. To determine the criteria for the appointment of the Head of Paid Service and other statutory and non-statutory chief officers and deputy chief officers and to establish Appointments Sub-Committees to consider such appointment</p>	<p>The Monitoring Officer and the Director of Workforce, OD and Business Support are authorised to appoint members to Appointment Sub-Committees in line with the Director of Legal and Resource Directorate Schemes of Delegation in Part D of the Constitution.</p>
<p>3. To make recommendations to Full Council on the appointment of the Head of Paid Service</p>	
<p>4. To establish a Sub-Committee to consider any proposal to discipline and/or dismiss the Head of the Paid Service, the Monitoring Officer or the Chief Financial Officer in accordance with the Officer Employment Procedure Rules set out in Part C, Section 38 of this Constitution and to appoint a minimum of two (2) 'Independent Persons' to such Sub-Committee</p>	<p>The Monitoring Officer is authorised to make or amend Committee/ Subcommittee/ Panel appointments in accordance with Section 24 of this Constitution</p>

<p>5. To consider and determine any appeal by employees under human resources procedures requiring a Member level decision.</p>	<p>None</p>
<p>6. To establish an Employee Appeals Sub-Committees to be convened by the Monitoring Officer or Director of Workforce, OD and Business Support as appropriate for determination of the above appeals referred to in paragraph 6 above. Such Sub-Committees to comprise a maximum of five (5) Members of the Council with a quorum of three (3) and as far as possible to reflect ethnicity and gender balance</p>	<p>The Monitoring Officer is authorised to make or amend Committee/ Subcommittee appointments in accordance with Section 24 of this Constitution. 71 The Director of Workforce, OD and Business Support is authorised to appoint Members to Employee Appeals Sub-Committees in line with the Resources Directorate Scheme of Delegation as set out in Part D of the Constitution</p>
<p>7. To receive general update reports on employee appeals against dismissal and other Appeals processes and cases as required (<i>as determined by the Director of Workforce, OD and Business Support</i>)</p>	<p>None</p>

Quorum: 3 Members of the Committee.

COMMITTEE 2024-2025

<p style="text-align: center;">Human Resources Committee (Seven members of the Council) – <i>to be tabled at the meeting</i></p>		
Aspire Group (4)	Labour Group (2)	Ungrouped (1)
Councillor xxxxxx Councillor xxxxxx Councillor xxxxxx Councillor xxxxxx Substitutes Councillor xxxxxx Councillor xxxxxx Councillor xxxxxx	Councillor xxxxxx Councillor xxxxxx Substitutes Councillor xxxxxx Councillor xxxxxx	Councillor xxxxxx

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**HUMAN RESOURCES COMMITTEE MEETING DATES
2024-2025**

The Human Resources Committee will meet 5 times this year. The following dates are available in the Corporate Diary for 2024/25:

- 16 May 2024
- 26 September 2024
- 12 December 2024
- 05 February 2025
- 05 May 2025

Meetings are scheduled to take place at 6.30pm. The Committee may arrange other meetings as and when necessary to consider any urgent issues as well as arranging meetings for detailed scrutiny reviews and challenge sessions.

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HUMAN RESOURCES COMMITTEE WORK PLAN and ACTION LIST 2024/25

Contact Officer:	Justina Bridgeman Democratic Services
Email:	Justina.Bridgeman@towerhamlets.gov.uk
Telephone:	020 7364 4854
Website:	www.towerhamlets.gov.uk/committee

HUMAN RESOURCES COMMITTEE WORK PLAN 2024/25

ACTIONS LIST

Action number	Title	Action Owner	Originating Meeting/Item	Due Date / Comment
1.	Update on Senior Recruitment	Pat Chen, Interim Director of Workforce, OD and Business Support	07 March 2024	Action: Timelines on when senior management posts will be filled be submitted to the Committee for review. Due: 16 May 2024 meeting
2.				
3.				
4.				

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N.B. once concluded - actions should remain on the list marked 'complete' for the remainder of the municipal year.

HUMAN RESOURCES COMMITTEE WORK PLAN 2024/25

16 MAY 2024

REPORT TITLE	BRIEF SUMMARY	LEAD OFFICER	OTHER CTTEE MEETINGS
1. Update on senior recruitment	To note recruitment activity for senior officer posts.	Pat Chen, Interim Director of Workforce, OD and Business Support	
2. Employee Relations Casework and Policy Quarterly Review	An update on the Employee Relations Casework Policy Quarterly Report.	Pat Chen, Interim Director of Workforce, OD and Business Support	
3. CEO update on Council Transformation	An update on the Council Transformation.	Robin Beattie Director of Strategy, Transformation & Improvement	
4. Human Resources Terms of Reference	To note the Committee terms of reference	Justina Bridgeman Democratic Services Officer Matthew Mannion Head of Democratic Services	
5. Establishment of Appointment and Appeals Sub-Committees	To establish the Appointment and Appeals Sub-Committees for municipal year 2024/25	Justina Bridgeman Democratic Services Officer Matthew Mannion Head of Democratic Services	

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HUMAN RESOURCES COMMITTEE WORK PLAN 2024/25

26 SEPTEMBER 2024			
REPORT TITLE	BRIEF SUMMARY	LEAD OFFICER	OTHER CTTEE MEETINGS
1. Employee Relations Casework and Policy Quarterly Review	An update on the Employee Relations Casework Policy Quarterly Report	Pat Chen, Interim Director of Workforce, OD and Business Support	
2. Update on Senior Recruitment	An update on Tower Hamlet Senior Recruitment	Pat Chen, Interim Director of Workforce, OD and Business Support	
3. Update on Savings from ER/VR	An update on expected Council savings from ER/VR	Pat Chen, Interim Director of Workforce, OD and Business Support	

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HUMAN RESOURCES COMMITTEE WORK PLAN 2024/25

12 DECEMBER 2024			
REPORT TITLE	BRIEF SUMMARY	LEAD OFFICER	OTHER CTTEE MEETINGS
1. Employee Relations Casework and Policy Quarterly Review	An update on the Employee Relations Casework Policy Quarterly Report	Pat Chen, Interim Director of Workforce, OD and Business Support	
2. Update on senior recruitment	To note recruitment activity for senior officer posts.	Pat Chen, Interim Director of Workforce, OD and Business Support	

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HUMAN RESOURCES COMMITTEE WORK PLAN 2024/25

05 FEBRUARY 2025			
REPORT TITLE	BRIEF SUMMARY	LEAD OFFICER	OTHER CTTEE MEETINGS
1. Update on senior recruitment	To note recruitment activity for senior officer posts.	Pat Chen, Interim Director of Workforce, OD and Business Support	
2. Employee Relations Casework and Policy Quarterly Review	An update on the Employee Relations Casework Policy Quarterly Report	Pat Chen, Interim Director of Workforce, OD and Business Support	
3. Update on Savings from ER/VR	An update on expected Council savings from ER/VR	Pat Chen, Interim Director of Workforce, OD and Business Support	

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HUMAN RESOURCES COMMITTEE WORK PLAN 2024/25

05 MAY 2025			
REPORT TITLE	BRIEF SUMMARY	LEAD OFFICER	OTHER CTTEE MEETINGS
1. Update on senior recruitment	To note recruitment activity for senior officer posts.	Pat Chen, Interim Director of Workforce, OD and Business Support	
2. Employee Relations Casework and Policy Quarterly Review	An update on the Employee Relations Casework Policy Quarterly Report	Pat Chen, Interim Director of Workforce, OD and Business Support	

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