



# HUMAN RESOURCES COMMITTEE WORK PLAN and ACTION LIST 2024/25

Contact Officer:	Justina Bridgeman Democratic Services
Email:	<a href="mailto:Justina.Bridgeman@towerhamlets.gov.uk">Justina.Bridgeman@towerhamlets.gov.uk</a>
Telephone:	020 7364 4854
Website:	<a href="http://www.towerhamlets.gov.uk/committee">www.towerhamlets.gov.uk/committee</a>

## 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	<b>Action:</b> Timelines on when senior management posts will be filled be submitted to the Committee for review. <b>Due:</b> 16 May 2024 meeting
2.				
3.				
4.				

**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

<b>16 MAY 2024</b>			
<b>REPORT TITLE</b>	<b>BRIEF SUMMARY</b>	<b>LEAD OFFICER</b>	<b>OTHER CTTEE MEETINGS</b>
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	

## HUMAN RESOURCES COMMITTEE WORK PLAN 2024/25

<b>26 SEPTEMBER 2024</b>			
<b>REPORT TITLE</b>	<b>BRIEF SUMMARY</b>	<b>LEAD OFFICER</b>	<b>OTHER CTTEE MEETINGS</b>
1. Employee Relations Casework and Policy Quarterly Review	An update on the Employee Relations Casework Policy Quarterly Report	Liz Haynes Interim Head of Corporate Human Resources and Governance	
2. Update on Senior Recruitment	An update on Tower Hamlet Senior Recruitment	Liz Haynes Interim Head of Corporate Human Resources and Governance	
3. Update on Savings from ER/VR	An update on expected Council savings from ER/VR	John Harrison Director of Corporate Efficiency	
4. Corporate Directors Update	A Corporate Director attend each Human Resource Committee meeting to discuss their Directorate structure and give any updates.	tbc	

**HUMAN RESOURCES COMMITTEE WORK PLAN 2024/25**

<b>12 DECEMBER 2024</b>			
<b>REPORT TITLE</b>	<b>BRIEF SUMMARY</b>	<b>LEAD OFFICER</b>	<b>OTHER CTTEE MEETINGS</b>
1. Employee Relations Casework and Policy Quarterly Review	An update on the Employee Relations Casework Policy Quarterly Report	Liz Haynes Interim Head of Corporate Human Resources and Governance	
2. Update on senior recruitment	To note recruitment activity for senior officer posts.	Liz Haynes Interim Head of Corporate Human Resources and Governance	
3. Corporate Director Update	A Corporate Director attend each Human Resource Committee meeting to discuss their Directorate structure and give any updates.	tbc	

DRAFT

## HUMAN RESOURCES COMMITTEE WORK PLAN 2024/25

<b>05 FEBRUARY 2025</b>			
<b>REPORT TITLE</b>	<b>BRIEF SUMMARY</b>	<b>LEAD OFFICER</b>	<b>OTHER CTTEE MEETINGS</b>
1. Update on senior recruitment	To note recruitment activity for senior officer posts.	Liz Haynes Interim Head of Corporate Human Resources and Governance	
2. Employee Relations Casework and Policy Quarterly Review	An update on the Employee Relations Casework Policy Quarterly Report	Liz Haynes Interim Head of Corporate Human Resources and Governance	
3. Update on Savings from ER/VR	An update on expected Council savings from ER/VR	John Harrison Director of Corporate Efficiency	
4. Corporate Director Update	A Corporate Director attend each Human Resource Committee meeting to discuss their Directorate structure and give any updates.	tbc	

**HUMAN RESOURCES COMMITTEE WORK PLAN 2024/25**

<b>05 MAY 2025</b>			
<b>REPORT TITLE</b>	<b>BRIEF SUMMARY</b>	<b>LEAD OFFICER</b>	<b>OTHER CTTEE MEETINGS</b>
1. Update on senior recruitment	To note recruitment activity for senior officer posts.	Liz Haynes Interim Head of Corporate Human Resources and Governance	
2. Employee Relations Casework and Policy Quarterly Review	An update on the Employee Relations Casework Policy Quarterly Report	Liz Haynes Interim Head of Corporate Human Resources and Governance	
3. Corporate Director Update	A Corporate Director attend each Human Resource Committee meeting to discuss their Directorate structure and give any updates.	tbc	