

Report for: Staffing & Remuneration Committee, 15 October 2020

Title: Forward Plan to March 2021

Report authorised by: Richard Grice, Director Customer, Transformation & Resources

Lead Officer: Carole Engwell, HR Quality Assurance Manager

Ward(s) affected: None

Report for Key/ Non Key Decision: Non-key

1. Describe the issue under consideration

To inform the Staffing & Remuneration Committee of the non-standard reports detailed on the Forward Plan until the end of the March 2021.

2. Cabinet Member Introduction

Not applicable.

3. Recommendations

That the Forward Plan be noted

4. Reason for decision

Not applicable.

5. Alternative options considered

Not applicable.

6. Background information

The reports listed on Appendix 1 will be in addition to the standard report relating to workforce numbers (The People Report).

7. Contribution to strategic outcomes

Each report detailed on the Forward Plan is linked to a strategic outcome.

8. Statutory Officers' comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities

Finance

There are no financial implications arising from the contents of this report. The reports listed in Appendix 1 are likely to have financial implications which will be dealt with in those reports at that time.

Corporate Governance

Not applicable, the report is for information only.

9. Use of Appendices

The Forward Plan is shown below as Appendix 1.

10. Local Government (Access to Information) Act 1985

Not applicable.

Appendix 1: Forward Plan 2020 / 21

REPORT TITLE	TEAM	MEETING DATE
HR Policy Review Timetable – update report	Reward	October 2020
Covid 19 – Workforce Update (to be presented in slide format)		October 2020
Pay Policy Statement	Reward	December 2020
Gender Pay Gap	Reward	December 2020
Purchasing Annual Leave	Reward	December 2020
Schools Pay Policy 20/21 <i>(provisional, dependent Teachers Pay Award being laid before Parliament)</i>	Schools	December 2020
Flexible Working Policy	Reward	December 2020
Senior Manager Pay	Reward	December 2020
Redeployment Policy	Reward	December 2020
Redundancy <i>(new policy which supersedes the current Restructure policy)</i>		December 2020
Apprenticeship & Graduate Training Scheme Update	Training & Development	March 2021
HR Policy Reviews as per timetable	Reward	March 2021
Recruitment & Selection		March 2021
Employment References Practice Note		March 2021
Family Leave <i>(Consolidation of existing arrangements into single document)</i>		March 2021
Capability <i>(New practice note to replace current procedure)</i>		TBC