

Report for: Staffing & Remuneration Committee, 7 June 2016

Item number: 12

Title: Forward Plan Reports October 2016 – March 2017

Report authorised by : Jacquie McGeachie

Lead Officer: Carole Engwell, HR Quality Assurance Manager,
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Ward(s) affected: None

**Report for Key/
Non Key Decision:** Non-key

1. Describe the issue under consideration

To inform the Committee of the reports detailed on the Forward Plan that are due to be submitted during the forthcoming municipal year.

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

Not applicable

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**

Not applicable, the report is for information only.

9. Use of Appendices

The Forward Plan is attached at Appendix 1.

10. Local Government (Access to Information) Act 1985

Not applicable.

Appendix 1: Forward Plan October 2016 to March 2017

Meeting Date	HR Service Area	Short Description	Key or Non-Key Decision	Lead Officer	Report or Update	Public or private
04 October 2016	HR-Client Side	Update on My Conversation	Non-key	Jacque McGeachie	Report	Public
04 October 2015	HR -Client Side	Apprentices: Lessons Learnt & Next Steps	Non-key	Jacque McGeachie	Report	Public
04 October 2015	HR - Client Side	Update to -Capability Policy	Non-Key	Jacque McGeachie	Report	Public
04 October 2015	HR - Client Side	Update to Induction & Probation Policy	Non-Key	Jacque McGeachie	Report	Public
04 October 2015	HR - Client Side	Update Political Restrictions Exemption Procedure	Non-Key	Jacque McGeachie	Report	Public
04 October 2015	HR - Client Side	Update to Disclosure & Barring Service Policy	Non-key	Jacque McGeachie	Report	Public
04 October 2015	HR - Client Side	Update to Recruitment & Selection Policy	Non-key	Jacque McGeachie	Report	Public
04 October 2016	HR - Client Side	Performance Management Report (Q1 April to June 2016)	Non-key	Jacque McGeachie	Report	Public
04 October 2016	Children's Services	Mid year Review of Children's Services Recruitment & Retention Offer	Non-key	Jon Abbey	Report	Public
04 October 2016	Public Health	Update to No Smoking Policy	Non-key	Tamara Djuretic	Report	Public
05 February 2017	Children's Services	Review of Children's Services Recruitment & Retention Offer	Non-key	Jon Abbey	Report	Public
05 February 2017	HR - Client Side	Update to Grievance Policy	Non-Key	Jacque McGeachie	Report	Public
05 February 2017	HR - Client Side	Collective Disputes Procedure	Non-Key	Jacque McGeachie	Report	Public