

REPORT OF THE PERSONNEL MANAGER

PLANNED PROGRAMME OF WORK

1. Purpose of Report

1.1 To provide members of the Employment Committee with an update on work programme.

2. Recommendation

2.1 That Employment Committee notes the planned programme of work to review key policies.

3. Details of Report

Planned Programme of Work

3.1 The Council is committed to reviewing and developing key policies at appropriate time periods to react to changes in legislation, best practice and latest guidance.

The key areas activity areas are attached in the Timetable in **Appendix A**

4. Consultation

4.1 All changes are reviewed regularly with employee representatives through Employee Liaison Group (ELG).

5. Financial Implications

5.1 None Identified

6. Strategic Plan Implications

6.1 The Council's Corporate Code of Governance identifies the need to keep key policies under review.

7. Human Rights Issues

7.1 There are no direct implications.

8. Risk Management Issues

None Identified.

Policy Area	Last Updated	Priority	Progress to date
Disciplinary	June 2004	Sept 2009	General review
Capability	August 2005	Sept 2009	Will require minor changes
Anti Fraud & Corruption	June 2006	2009	General review as part of Audit updating the Councils Anti Fraud & Corruption policy
Whistle blowing	June 2006	2009	General review as part of Anti Fraud & Corruption training/ review
Smoking at Work	December 2005	2010	General review
Equal Opportunities	August 2006	2010	General review
Grievance	August 2006	2010	General review
Violence at Work	September 2006	2010	General review
Health & Safety	March 2009	2011	On going
Pensions	April 2008	2012	On going
Redundancy Discretionary Payment	January 2008	2012	General review
Flexible retirement Policy	June 2008	2012	General review
Development of Workforce Strategy	March 2009	2012	Actions within the strategy will be monitored, considered, implemented in line with the Council resources/funding available.