

## Employment Committee Work Programme 2021 – 2022

Chairman: Councillor Sarah Trotter  
 Vice-Chairman: Councillor Anna Kelly

Subject	Purpose	Outcome sought
<b>9 March 2022</b>		
<b>Pay Review</b>	Findings of review to be presented to Committee March 2022.	Undertake a pay review of the organisation.
<b>Chief Executive's Appraisal</b>	To present to Committee the findings of the independent appraisal for the Chief Executive for 2021/2022.	Members agree the findings and work priorities for the year ahead.
<b>Gender Pay Gap Report</b>	Gender Pay Gap position for 2020/21 and update on the Gender Pay Gap action plan to be reported to Committee March 2022.	Note the Gender Pay Gap position and review progress of the action plan.
<b>Following meeting (date tbc)</b>		
<b>Director Targets</b>	To agree targets for the Council's Deputy Chief Executive and Directors for the coming year.	Agreed targets and priorities for members of Corporate Management team for 22/23.

<b>Items to be allocated</b>	
<b>Employee Handbook</b>	Update to Employment Committee annually Annual review of the Employee Handbook, to ensure in line with current legislation and changes
<b>Employee Rewards and Recognition</b>	Update to Employment Committee annually. Annual report to Employment Committee to update on initiatives in place and any new initiatives.
<b>Onboarding Procedure</b>	Update to Employment Committee annually. Review of how onboarding has changed since lockdown and new ways of working and the effectiveness on inductions.

<b>Workforce Equality Report</b>	Update to Employment Committee Annually.
<b>Chief Executive Appraisal</b>	Annual Appraisal The Committee to conduct the Chief Executives Annual Appraisal.
<b>SKDC Intranet</b>	Review of SKDC intranet.