

People, Performance & Development Committee – ACTION TRACKING

ACTIONS

Number	Meeting Date	Item	Recommendation / Action	Action by whom	Action update
A23/13	21 Oct 2013	Action Review	A further report on employee volunteering scheme to be scheduled.	Deputy Head of HR&OD	An update was circulated by email on 28 October 2014. A further report explaining what actions are to be taken to bring up the numbers of employees volunteering was requested and will be scheduled for 26 February 2015.
A11/14	21 July 2014	Review of the “Working Together” Workshops and Future Plans	Officers to bring a report on telephone policy and minimising the use of voicemail to committee in Autumn 2014.	Head of HR&OD	On 27 November, the Chairman requested that a report be brought to the meeting on 18 December 2014. However, following the meeting the Chairman agreed to postpone the report pending further discussions at senior officer level.
A17/14	29 October 2014	Fairness and Respect Strategy Update	That the Chairman sends a letter to all Members asking them to support the Fairness and Respect workforce targets and action plan. The existing plans to achieve the targets would be included with the letter for information.	Equality, Inclusion and Wellbeing Manager	A letter has been drafted and is with the Chairman for review.
A18/14	27 November 2014	Managing Sickness Absence	The Director of People and Development to circulate information on comparative sickness absence data from the private sector.	Director of People and Development	Director of People and Development to report back.

This page is intentionally left blank