

People and Resources Committee Forward Programme 2025

					13 March	12 June	11 September	13 November
ITEM	EXEC SPONSOR	PRESENTER	WHERE BEFORE	WHERE AFTER	Agenda items: 17 Feb Papers: 4 March	Agenda items: 12 May Papers: 3 Jun	Agenda items: 11 Aug Papers: 2 Sep	Agenda items: 13 Oct Papers: 4 Nov
Opening Items								
Approval of agenda	N/A	Committee Chair	N/A	N/A	X	X	X	X
Declaration of members' interests	N/A	Committee Chair	N/A	N/A	X	X	X	X
Minutes of the previous meeting (public and private sessions)	N/A	Committee Secretary	N/A	N/A	X	X	X	X
Matters arising (public and private sessions)	N/A	Committee Secretary	N/A	N/A	X	X	X	X
Performance Reports								
Resources directorate report (including project portfolio summary)	AB	ED of Resources	N/A	N/A	X	X	X	X
HR performance report (including mentoring programme updates when appropriate and quarterly employee pulse survey results as shown)	AB	Head of HR and OD	ELT	N/A	X Q3 2024-25	X Q4 2024-25	X Q1 2025-26	X Q2 2025-26
Finance report	AB	Financial Controller	ELT	Council	X	X	X	X
Partner report	CA	Partner Project Lead	ELT	N/A	X Q3 2024-25	X Q4 2024-25	X Q1 2025-26	X Q2 2025-26

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People								
Employee Forum update	AB	Employee Forum Chair	N/A	N/A	X	X		X
Annual pay gap report (gender and ethnicity)	AB	Head of HR and OD	ELT	Website	X			
People strategy update	AB	Head of HR and OD	ELT	Council				X
Partner project updates	CA	Partner Project Lead	ELT	RemCom /Council	X	X	X	X
Partners EDI annual report	CA	Partner Project Lead	ELT	N/A		X		
Finance and investment								
Annual budget (including investment plan)	AB	Head of Finance	N/A	Council	X			
Procurement policy	AB	Head of Finance	N/A	ARAC/ Council	X			
Reserves policy (next due 2027)	AB	Financial controller	N/A	Council	-	-	-	-
Investment policy (next due 2027)	AB	Financial controller	N/A	Council	-	-	-	-
Financial regulations (next due 2027)	AB	Head of Finance	N/A	ARAC/ Council	-	-	-	-
Review and award of major contracts (as required)	AB	Head of Finance	ELT	Council				
Digital transformation strategy and technology roadmap update	AB	Head of IT and Digital Transformation / Head of	N/A	ARAC		X		X

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		Business Change						
Estates strategy update (if changes require)	AB	Head of Estates, Facilities Management and Sustainability	N/A	N/A	-	-	-	-
Sustainability strategy update	AB	Head of Estates, Facilities Management and Sustainability	ELT	N/A			X	
Governance								
Committee forward plan	CA	Committee Secretary	N/A	N/A	X	X	X	X
Review of Committee effectiveness/standing orders	CA	Committee Chair/Committee Secretary	N/A	N/A	X			
Closing items								
Committee reflection	N/A	Committee Chair	N/A	N/A	X	X	X	X
Any other business (with the agreement of the Chair)	N/A	Committee Chair	N/A	N/A	X	X	X	X
Date/time of next meeting	N/A	Committee Chair	N/A	N/A	X	X	X	X
Resolution to move meeting to private session (as required)	N/A	Committee Chair	N/A	N/A	X	X	X	X