

People and Resources Committee Forward Programme 2024

					28 February	6 June	12 September	14 November
ITEM	EXEC SPONSOR	PRESENTER	WHERE BEFORE	WHERE AFTER	Agenda items: 29 Jan Papers: 19 Feb	Agenda items: 3 May Papers: 28 May	Agenda items: 12 Aug Papers: 3 Sep	Agenda items: 14 Oct Papers: 5 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 quarterly Pulse survey results as shown)	AB	Head of HR and OD	ELT	N/A	X Q2/Q3 2023-24	X Q4 2023-24	X Q1 2024-25	X Q2 2024-25
Finance Report	AB	Head of Finance	ELT	Council	X	X	X	X
Partner Report	CA (AB)	Partner Project Lead	ELT	N/A	X Q3 2023-24	X Q4 2023-24	X Q1 2024-25	X Q2 2024-25

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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			
Beyond Barriers Inclusive Mentoring Programme update	AB	Head of HR and OD	ELT	N/A			X	
Reverse Mentoring Programme update	AB	Head of HR and OD	ELT	N/A			X	
Partner project updates	CA (AB)	Partner Project Lead	ELT	RemCom /Council	X	X	X	X
Finance and investment								
Financial strategy and principles	AB	Head of Finance	ELT	N/A				X
Annual budget (including investment plan)	AB	Head of Finance	N/A	Council	X			
Reserves policy	AB	Head of Finance	N/A	ARAC	X			
International applications income and costings	AB	Head of Finance	ELT	N/A			X	
Investment policy	AB	Head of Finance	N/A	ARAC/ Council				X
Financial regulations	AB	Head of Finance	N/A	ARAC/ Council				X
Procurement policy	AB	Head of Finance	N/A	ARAC/ Council				X
Review and award of major contracts (as required)	AB	Head of Finance	ELT	Council				

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Digital transformation strategy update	AB	Head of IT and Digital Transformation	N/A	ARAC				X
Estates-strategy update (date TBC)	AB	Head of Estates and Facilities Management	N/A	N/A				
Sustainability strategy update	AB	Head of Estates and Facilities Management	ELT	N/A			X	
Governance								
Committee forward plan	CA (AB)	Committee Secretary	N/A	N/A	X	X	X	X
Review of Committee effectiveness/standing orders	CA (AB)	Committee Chair	N/A	N/A	X			
Closing items								
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