

Establishment Committee – Outstanding Actions

Item	Date	Action	Officer responsible	To be completed/ progressed to next stage	Progress Update
1.	9 July 2018	<u>Guildhall Workplace Utilisation Programme</u> _A timetable for the Project to be provided to the Committee in October 2018	Director of Human Resources/City Surveyor	December 2018	The City Surveyor's Department are working with Corporate Strategy and Performance on a Space Utilisation / Agile Working report and the current timelines show that it is likely the report will be brought before the December meeting of the Committee.
2.	9 July 2018	<u>Gender Identity Policy</u> A draft policy to be provided to the Committee following the public consultation	Director of Human Resources; Town Clerk; Director of Community and Children's Services	October 2018 December 2018	The draft policy to be provided in October 2018. Key initial findings were provided to the Committee at the October meeting, and Members were informed that a detailed report and initial policy proposals would be submitted to the Committee in December for consideration.

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3.	29 October 2018	<p><u>Influenza Inoculations</u> A question was raised regarding whether the City Corporation should offer free influenza inoculations for all officers and Members as soon as practicably possible to reduce sickness absence levels and maximise officer/Member wellbeing.</p> <p>The Director of Human Resources explained that the Open Spaces Department was currently piloting a free inoculation scheme for officers and a review of that exercise could be used to inform a future report to the Committee in December.</p>	Director of Human Resources	December 2018	A report to be provided to the Committee in December 2018.