

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.	Director of Human Resources/City Surveyor	January 2019	A report to be provided to the January 2019 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 January 2019	Following a presentation in December 2018, a final survey with the literature review and other discussions would inform a draft policy and this would be provided to the Committee in February 2019.

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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	March 2019	<p>A report was provided to the Committee in December 2018, a further report would be provided to the Committee in March 2019 following the conclusion of the trial within Open Spaces.</p> <p>An oral update will be provided to the Committee at the January 2019 meeting.</p>