



Committee: PEOPLE AND ORGANISATIONAL DEVELOPMENT COMMITTEE

Date: THURSDAY, 10TH JULY 2025

Venue: LANCASTER TOWN HALL

Time: 6.00 P.M.

A G E N D A

1. **Apologies for absence**

2. **Appointment of a Vice-Chair**

To appoint a Vice-Chair for the duration of the 2025/26 municipal year.

3. **Declarations of Interest**

To receive declarations by Councillors of interests in respect of items on this Agenda.

Councillors are reminded that, in accordance with the Localism Act 2011, they are required to declare any disclosable pecuniary interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting).

Whilst not a legal requirement, in accordance with Council Procedure Rule 9 and in the interests of clarity and transparency, Councillors should declare any disclosable pecuniary interests which they have already declared in the Register, at this point in the meeting.

In accordance with Part B Section 2 of the Code Of Conduct, Councillors are required to declare the existence and nature of any other interests as defined in paragraphs 8(1) or 9(2) of the Code of Conduct.

4. **Minutes**

To receive as a correct record the Minutes of meeting held on 6th March 2025 (previously circulated).

5. **Items of Urgent Business authorised by the Chair**

6. **Health and Safety Policy Development and Review** (Pages 3 - 39)

Report of the the Senior Corporate Health and Safety Manager.

7. **HR Policy Development and Review** (Pages 40 - 86)

Report of the Senior HR Business Partner.

8. **Gender Pay Gap Reporting - Options Paper** (Pages 87 - 91)
Report of the Chief Officer - People and Policy. Published on 03.07.25.
9. **Workforce Inclusion Strategy and Action Plan** (Pages 92 - 106)
Report of the Organisational Development Manager.
10. **HR Dashboard Annual Report - 2024-25** (Pages 107 - 128)
Report of the Talent & Organisational Development Officer. Published on 03.07.25.
11. **Chief Executive Appraisal Process** (Pages 129 - 421)
Report of the Chief Officer - People and Policy.
12. **Pay Policy Statement 2025/2026 Updates and Pay Rations** (Pages 422 - 428)
Report of the Chief Officer - People and Policy.

ADMINISTRATIVE ARRANGEMENTS

(i) Membership

Councillors Jason Wood (Chair), Phillip Black, Paul Hart, Caroline Jackson, Sally Maddocks, Paul Newton and Paul Stubbins

(ii) Substitute Membership

Councillors Mandy Bannon, Keith Budden, Alan Greenwell and Sam Riches

(iii) Queries regarding this Agenda

Please contact Stephen Metcalfe, Democratic Support - email sjmetcalfe@lancaster.gov.uk.

(iv) Changes to Membership, substitutions or apologies

Please contact Democratic Support email democraticsupport@lancaster.gov.uk.

MARK DAVIES,
CHIEF EXECUTIVE,
TOWN HALL,
DALTON SQUARE,
LANCASTER, LA1 1PJ

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