

PERSONNEL COMMITTEE ACTIONS AND PROJECT UPDATE REPORT

SEPTEMBER 2026

OUTSTANDING ACTIONS

Date Created	Source	Outstanding Action	Updates / Notes	Lead	Target Resolution
09/12/2024	Policy	Members to undertake Sexual Harassment Awareness Training	Cllrs Banks, Coan, Dalzell, Forrest, Hartley, Lowe, Robertson and Wood have completed the training (8). One member has explicitly refused, all other members have not completed the training. The majority have not responded to reminders.	Members	September 2025

Any other outstanding actions are covered in the Project Updates Report or included in the committee workplan.

PROJECT UPDATES

Project	Progress / Updates	Lead	Target Completion
Creation of management development programme to develop roles and empower managers	Further work to formalise a programme.	Town Clerk	Oct 26