

# Agenda

## Employment Committee

Tuesday, 20 June 2023 at 7.30 pm

New Council Chamber, Town Hall, Reigate



This meeting will take place in the Town Hall, Castlefield Road, Reigate. Members of the public, Officers and Visiting Members may attend remotely or in person.

*All attendees at the meeting have personal responsibility for adhering to any Covid control measures. Attendees are welcome to wear face coverings if they wish.*



Members of the public may observe the proceedings live on the Council's [website](#).

### Members:

G. Adamson  
R. Biggs  
V. H. Lewanski

P. Chandler  
M. Tary

### Substitutes:

**Conservatives:** J. Baker and S. Parnall

**Residents Group:** R. Harper and N. D. Harrison

**Green Party:** J. C. S. Essex

**Mari Roberts-Wood**  
Managing Director

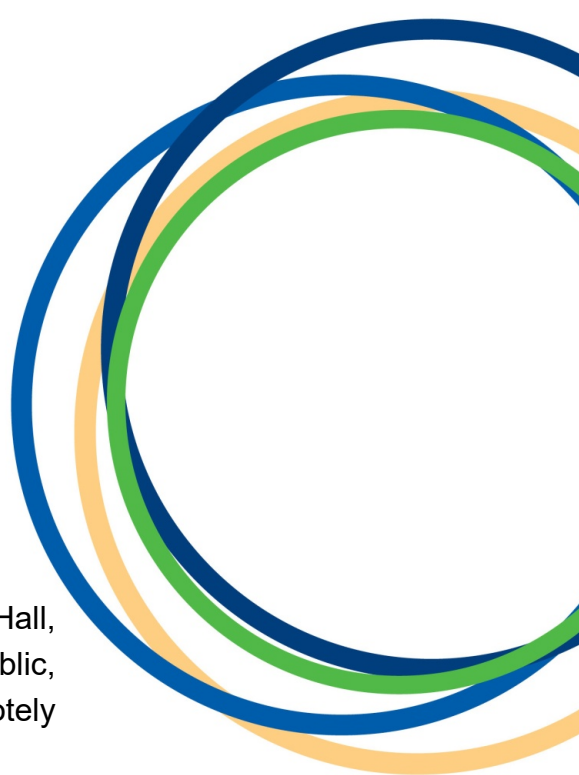
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**Reigate & Banstead**  
**BOROUGH COUNCIL**  
Banstead | Horley | Redhill | Reigate



**1. Election of Chair for 2023/24**

To appoint a Chair for the Municipal Year 2023/24.

**2. Election of Vice-Chair for 2023/24**

To appoint a Vice-Chair for the Municipal Year 2023/24.

**3. Apologies for Absence**

To receive any apologies for absence.

**4. Declarations of Interest**

To receive any declarations of interest.

**5. Minutes of the Last Meeting**

(Pages 5 - 10)

To approve the minutes of the meeting of the Committee held on 12 January 2023.

**6. Employment Committee - Terms of Reference**

(Pages 11 - 24)

To note the terms of reference of the Committee and the procedure rule relating to officer employment.

**7. Employment Committee Member Training**

For the Committee to consider its training needs and how these will be fulfilled.

**8. Workforce Data Summary and Organisational Development Update**

(Pages 25 - 38)

To receive and consider the workforce and organisational development update.

**9. Future Work Programme**

(Pages 39 - 40)

For the Committee to consider its draft 2023/24 Work Programme.

## **10. Exempt Business**

RECOMMENDED that members of the Press and public be excluded from the meeting for the following items of business under Section 100A(4) of the Local Government Act 1972 on the ground that:

- i) It involves the likely disclosure of exempt information as defined in paragraph 2 of Part 1 of Schedule 12 A of the Act; and
- ii) The public interest in maintaining the exemption outweighs the public interest in disclosing the information.

## **11. EXEMPT: Pay Award 2024/25**

(Pages 41 - 48)

To receive a verbal update on the pay award for 2024/25 from the Managing Director.

## **12. Any Other Urgent Business**

To consider any item(s) which, in the opinion of the Chair, should be considered as a matter of urgency – Local Government Act 1972, Section 100B(4)(b).

Note: Urgent business must be submitted in writing but may be supplemented by an oral report.



### **Our meetings**

As we would all appreciate, our meetings will be conducted in a spirit of mutual respect and trust, working together for the benefit of our Community and the Council, and in accordance with our Member Code of Conduct. Courtesy will be shown to all those taking part.



### **Streaming of meetings**

Meetings are broadcast live on the internet and are available to view online for six months. A recording is retained for six years after the meeting. In attending any meeting, you are recognising that you may be filmed and consent to the live stream being broadcast online, and available for others to view.



### **Accessibility**

The Council's agenda and minutes are provided in English. However, the Council also embraces its duty to anticipate the need to provide documents in different formats, such as audio, large print or in other languages. The Council will provide such formats where a need is identified prior to publication or on request.



**Notice is given** of the intention to hold any part of this meeting in private for consideration of any reports containing "exempt" information, which will be marked accordingly.