

**Minutes of a Meeting of the Joint Staff
Consultative Group on 11 January
2024**

+ Lynn Smith (Chair)
+ Cllr Valerie White (Vice Chair)

+ Cllr Alan Ashbery	+ Keiran Bartlett
+ Cllr Lisa Finan-Cooke	+ Kelly Fidgett
+ Cllr Mary Glauert	+ Joe Fullbrook
+ Cllr Murray Rowlands	Gillian Riding
Cllr Pat Tedder	+ Anthony Sparks
Cllr Ying Perrett	

+ Present

In Attendance: Sally Kipping, Julie Simmonds, James Hall, Jenny Murton and Rachel Whillis

26/J Notes

The notes of the meeting held on 23 November 2023 were agreed as correct records.

27/J Carer's Policy

The Group considered the new Carer's Policy which is aimed at supporting staff with balancing work obligations and caring responsibilities. It was highlighted that the Policy reflected that some carers and parental leave would be paid

Councillors and Staff Reps provided feedback on the Policy.

The new Policy if adopted would be added along with the Family Friendly Policy to the Work Programme in June 2024.

RESOLVED that the Employment Committee be asked to adopt the Carer's Policy, as amended by HR to reflect changes suggested by Councillors and Staff Reps.

28/J Recruitment Policy

The Group was informed that the Recruitment Policy had been reviewed and feedback had been received from Councillors and Staff Reps. The Policy included a new section on Career Grades.

The Group agreed that training would be given to managers on this refreshed Policy and that the old workflow on page 53 of the agenda report would be removed.

RESOLVED that the Employment Committee be asked to adopt the Recruitment Policy, as amended by HR to reflect changes suggested by Councillors and Staff Reps.

29/J Agile Working Policy

The Group reviewed the Agile Working Policy and it was noted that section 5.4 of the Policy on school pick-ups would be reworded.

RESOLVED that the Employment Committee be advised to adopt a revised Agile Working Policy, as amended by HR to reflect changes suggested by Councillors and Staff Reps.

30/J Pensions Discretions Policy

The Group reviewed the Pensions Discretion Policy which is reviewed annually but not a legal requirement and there were no changes.

RESOLVED that the Employment Committee be advised to agree that no amendments be made to the current Pensions Discretions Policy.

It was noted for the record that Councillors Alan Ashbury and Mary Glauert were Members of Surrey Local Pension Scheme.

31/J Work Programme

The Work Programme for the remainder of the 2023/24 municipal year was reviewed.

Carer's Policy and Family Friendly Policy will be added to the Work Programme from June 2024.

RESOLVED that the Work Programme for 2023/24, as set out at Annex A to the agenda report, be agreed.

Chair