

**Minutes of a Meeting of the Joint Staff
Consultative Group held at Committee
Room 1, Surrey Heath House/ Zoom on
22 September 2022**

+ Lynn Smith (Chairman)
+ Cllr Sharon Galliford (Vice Chairman)

+ Cllr Rodney Bates	+ Keiran Bartlett
+ Cllr Stuart Black	+ Nick Clifton
+ Cllr Tim FitzGerald	- Andrew Edmeads
- Cllr Josephine Hawkins	- Joe Fullbrook
+ Cllr Charlotte Morley	- Gillian Riding
Cllr Adrian Page	+ Anthony Sparks
+ Cllr John Skipper	+ Karen Wetherell

+ Present
- Apologies for absence presented

In Attendance: Louise Livingston, Lucy Phillips, Julie Simmonds Rachel Whillis

9/J Notes

The minutes of the meeting of the Joint Staff Cumulative Group held on 16th June 2022 were agreed as being a correct record.

10/J Declarations of Interest

There were no declarations of interest.

It was noted that Members allowances was attached to Staff Pay however this is a decision for Full Council.

11/J Pay Review 2023/24 & 2024/25

The Group received a presentation regarding the Pay Review by the Staff Representatives. Staff turnover was rising with a rate of 4 percent this year compared to previous year's 1 percent turnover. The Council had provided the second lowest pay settlement in 2022/23 of Local Authorities in Surrey. The Group considered the results of the staff survey undertaken by the Staff Representatives. 144 responses were received and 99 people included the rise of the cost of living in their response.

Member Representatives were made aware of the staff expectations in regards to the pay percentage increase. The staff survey showed that the average expectation was an 8 percent increase with a minimum of 6 percent. The feedback from the survey had included reports that some members of staff had begun using foodbanks.

The Group were reminded about the process of the Joint Staff Consultative Group. Topics discussed in the meeting will go onto the Employment Committee which will then lead to the Full Council and would require a majority vote.

The Member Representatives offered a consolidated pay rise of 8 percent to begin on the First of October 2022. This would be for an 18 month pay settlement period, with negotiations for 2024-26 to begin in October 2023. As the proposal was required to go through Employment Committee and Full Council this will not be immediate and would be backdated. The Staff Representatives accepted the proposal by the Members Representatives.

RESOLVED that the Employment Committee be advised to recommend to full Council the adoption of an 8 percent pay increase to begin on the First of October 2022

12/J

Christmas Closure Arrangements from 2023 Onwards

The Group received a presentation from the Staff Representatives regarding the views of Officers on future Christmas closure arrangements collated from the staff survey. It was noted that Officers currently received Bank Holiday days, a statutory day of leave in Staff Terms & Conditions of Employment, plus an additional day of leave added to their holiday entitlement and staffing booking a day for their annual leave entitlement.

The Council utilised the Cambridge Call Centre to respond to any emergency enquiries and the Council provided a list of on call Officers over the Christmas period who would then be contacted as and when needed by residents. It was further clarified that the contact numbers did not change and residents can call the usual contact number.

Member Representatives requested information to be provided to them to assist in understanding the financial implications that are called in in regard to closing the Council Offices for the Christmas period versus opening the office. Member Representatives also requested detail surrounding the services active at Christmas, the projected workload and resources to be available. Member Representatives raised the issue of fairness for Officers working over the Christmas period against the Officers not required. It was noted that other Councils were open during the Christmas period.

Having considered the options, it was agreed by a majority of the Member Representatives and all Staff Reps to advise the Employment Committee to continue with the status quo and

RESOLVED that the Employment Committee be asked to agree that

(i) The current Christmas period arrangement of the closure of the Council Offices, to be facilitated by a combination of a contractual day's leave and the awarding of a further additional day's leave. Which had been matched by staff taking a day's leave from their annual leave entitlement, be continued; and

(ii) This arrangement be made contractual.

13/J Agile Working Policy

The Group received a copy of the Agile Working Policy to review amendments. Two mistakes were noted to be rectified.

RESOLVED that the Employment Committee be asked to agree to the revised Agile Working Policy, as set out in Annex A to the report, be adopted.

14/J Social Networking Policy

The Group was reminded that, in March 2022 it had considered a revised Social Networking Policy. The Employment Committee had subsequently considered the Policy and had asked for further details to be added. Section 8.3 had consequently been amended to be stronger.

RESOLVED that the Employment Committee be asked to agree to the revised Social Networking Policy, as set out in Annex A to the report, be adopted.

15/J Work Programme

The Joint Staff Consultative Group noted the work programme for the rest of the municipal year.

RESOLVED that the work programme for the 2022/23 municipal year be agreed, as set out at Annex A to the agenda report, as amended.

Chairman