

Surrey Heath Borough Council
Employment Committee
13 July 2023

Managing Demands (Exceptional Payments) Policy

Head of Service Sally Kipping – Head of HR, Performance & Communications
Report Author: Julie Simmonds – HR Manager,
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Key Decision: no
Wards Affected: n/a

Summary and purpose

This report provides the Employment Committee with details of a new Managing Demand (Exceptional Payments) Policy. This policy was previously referred to as the Exceptional Payments Policy. The policy has been regarded by officers as having a lack of clarity which has led to questions being raised and this review has taken that feedback into account. The draft policy was reviewed by the Joint Staff Consultative Group at its meeting on 15 June 2023.

Recommendation

The Committee is advised to RESOLVE that Managing Demand (Exceptional Payments) Policy, as attached at Annex A to this report, be adopted.

1. Background and Supporting Information

- 1.1 This policy will be reviewed and monitored within SHBC so all staff are aware of the process, ability to request an evaluation within the criteria detailed in the policy.

2. Reasons for Recommendation

- 2.1 To ensure that all SHBC staff are aware of this policy and its contents so staff are aware of the criteria for application of the policy..

3. Proposal and Alternative Options

- 3.1 It is proposed that this policy is adopted, with or without any further amendments considered appropriate. It should be noted that if material changes are requested, the policy may need to be referred back to the Joint Staff Consultative Group for further consideration.

4. Contribution to the Council's Five Year Strategy

4.1 No matters arising.

5. Resource Implications

5.1 No increase of resources required.

6. Section 151 Officer Comments:

6.1 This draft Policy was taken to CMT for review and comment on 30 May 2023 and any comments from the S151 Officer have been incorporated.

7. Legal and Governance Issues

7.1 No matters arising.

8. Monitoring Officer Comments:

8.1 This Managing Demand (Exceptional Payments) Policy was taken to CMT for review and comment on 30 May 2023 and any comments from the Monitoring Officer have been incorporated.

9. Other Considerations and Impacts

Environment and Climate Change

9.1 Supports the Council's pledge.

Equalities and Human Rights

9.2 An Equalities Impact Assessment will be completed.

Risk Management

9.3 n/a

Community Engagement

9.4 Not applicable.

Annexes

Annex A – Managing Demand (Exceptional Payments) Policy