

STRATEGY AND RESOURCES COMMITTEE

Thursday 25 January 2024 at 7.30 pm

Place: Council Chamber, Epsom Town Hall

Online access to this meeting is available on YouTube: [Link to online broadcast](#)

The members listed below are summoned to attend the Strategy and Resources Committee meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Councillor Neil Dallen (Chair)
Councillor Hannah Dalton (Vice-Chair)
Councillor Chris Ames
Councillor Shanice Goldman

Councillor Graham Jones
Councillor Alison Kelly
Councillor Robert Leach
Councillor Alan Williamson

Yours sincerely



Chief Executive

For further information, please contact democraticservices@epsom-ewell.gov.uk or tel: 01372 732000

EMERGENCY EVACUATION PROCEDURE

No emergency drill is planned to take place during the meeting. If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions.

- You should proceed calmly; do not run and do not use the lifts;
- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building, but move to the assembly point at Dullshot Green and await further instructions; and
- Do not re-enter the building until told that it is safe to do so.

Public information

Please note that this meeting will be held at the Town Hall, Epsom and will be available to observe live using free YouTube software.

A link to the online address for this meeting is provided on the first page of this agenda. A limited number of seats will be available on a first-come first-served basis in the public gallery at the Town Hall. If you wish to observe the meeting from the public gallery, please arrive at the Town Hall reception before the start of the meeting. A member of staff will show you to the seating area. For further information please contact Democratic Services, email: democraticservices@epsom-ewell.gov.uk, telephone: 01372 732000.

Information about the terms of reference and membership of this Committee are available on the [Council's website](#). The website also provides copies of agendas, reports and minutes.

Agendas, reports and minutes for this Committee are also available on the free Modern.Gov app for iPad, Android and Windows devices. For further information on how to access information regarding this Committee, please email us at democraticservices@epsom-ewell.gov.uk.

Exclusion of the Press and the Public

There are matters scheduled to be discussed at this meeting that would appear to disclose confidential or exempt information under the provisions of Schedule 12A of the Local Government Act 1972 (as amended). The Committee is likely to resolve to exclude the press and public during discussion of these matters by virtue of the private nature of the business to be transacted.

Questions and statements from the Public

Up to 30 minutes will be set aside for questions and statements from members of the public at meetings of this Committee. Any member of the public who lives, works, attends an educational establishment or owns or leases land in the Borough may ask a question or make a statement on matters within the Terms of Reference of the Committee.

All questions must consist of one question only and cannot consist of multiple parts. Questions and statements cannot relate to planning or licensing committees matters, the personal affairs of an individual, or a matter which is exempt from disclosure or confidential under the Local Government Act 1972. Questions which in the view of the Chair are defamatory, offensive, vexatious or frivolous will not be accepted. Each question or statement will be limited to 3 minutes in length.

If you wish to ask a question or make a statement at a meeting of this Committee, please contact Democratic Services at: democraticservices@epsom-ewell.gov.uk

Questions must be received in writing by Democratic Services by noon on the third working day before the day of the meeting. For this meeting this is **Noon, 22 January 2024**.

A written copy of statements must be received by Democratic Services by noon on the working day before the day of the meeting. For this meeting this is **Noon, 24 January 2024**.

For more information on public speaking protocol at Committees, please see [Annex 4.2](#) of the Epsom & Ewell Borough Council Operating Framework.

Filming and recording of meetings

The Council allows filming, recording and photography at its public meetings. By entering the Council Chamber and using the public gallery, you are consenting to being filmed and to the possible use of those images and sound recordings.

Members of the Press who wish to film, record or photograph a public meeting should contact the Council's Communications team prior to the meeting by email at: communications@epsom-ewell.gov.uk

Filming or recording must be overt and persons filming should not move around the room whilst filming nor should they obstruct proceedings or the public from viewing the meeting. The use of flash photography, additional lighting or any non-handheld devices, including tripods, will not be allowed.

AGENDA

1. QUESTIONS AND STATEMENTS FROM THE PUBLIC

To take any questions or statements from members of the Public.

2. DECLARATIONS OF INTEREST

Members are asked to declare the existence and nature of any Disclosable Pecuniary Interests in respect of any item of business to be considered at the meeting.

3. MINUTES OF PREVIOUS MEETING (Pages 5 - 16)

The Committee is asked to confirm as a true record the Minutes of the meeting of the Committee held on 14 November 2023 and the Minutes and Restricted Minutes of the special meeting of the Committee held on 12 December 2023 (attached) and to authorise the Chair to sign them.

4. COMMUNICATIONS STRATEGY (Pages 17 - 32)

This report provides details of the newly developed Epsom & Ewell Borough Council Communications Strategy for the 2024-28 period.

5. EPSOM & EWELL BOROUGH COUNCIL PAY POLICY STATEMENT (Pages 33 - 52)

This report introduces the draft Epsom & Ewell Borough Council Pay Policy Statement for 2024/25 and seeks approval of the Statement prior to its presentation to Full Council and subsequent publication on the Council's website.

6. ANNUAL PLAN 2024-2025 (Pages 53 - 60)

This report asks the committee to approve the Annual Plan for the council for 2024 – 2025.

7. POLLING DISTRICT AND POLLING PLACES REVIEW (Pages 61 - 130)

This report sets out the outcome of the consultation process on Polling Places and Districts and makes recommendations for proposed changes.

8. REPORT OF THE INDEPENDENT REMUNERATION PANEL (Pages 131 - 150)

Further to the appointment of an Independent Remuneration Panel ('IRP') by full Council at its July 2023 meeting, a report outlining their review of the Council's Member Allowance Scheme and recommended changes is brought to this committee for its review and recommendation to full Council at its February 2024 meeting.

9. REVENUE BUDGET AND CAPITAL PROGRAMME 2024/25 (Pages 151 - 174)

This report sets out estimates for income and expenditure on services in 2024/25 and recommends fees and charges for which this Committee is responsible, with the new charges being effective from 1 April 2024. The report also details council tax discount bands for 2024/25, a capital scheme proposal and seeks approval to include the project in the capital programme to be submitted to Full Council in February 2024.

10. URGENT DECISIONS (To Follow)