

HUMAN RESOURCES PANEL

Tuesday 2 December 2025 at 5.00 pm

Place: Council Chamber - Epsom Town Hall

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

Councillor Phil Neale (Chair)
Councillor Bernice Froud
Councillor Julie Morris

Councillor Kieran Persand
Councillor Kim Spickett
Councillor Chris Watson

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

This meeting will be held at the Town Hall, Epsom. 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 Panel are available on the [Council's website](#). The website also provides copies of agendas, reports and minutes.

Agendas, reports and minutes for this Panel 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 Panel, 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 Schedule 12A of the Local Government (Access to Information) Act 1985. The Panel 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

Questions and statements from the public are not permitted at meetings of this Panel. [Annex 4.2](#) of the Epsom & Ewell Borough Council Operating Framework sets out which Committees are able to receive public questions and statements, and the procedure for doing so.

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. DECLARATIONS OF INTEREST

To receive declarations of any Disclosable Pecuniary Interests or other registrable or non-registrable interests from Members in respect of any item to be considered at the meeting.

2. MINUTES OF THE PREVIOUS MEETING (Pages 5 - 8)

The Panel is asked to confirm as a true record the Public and Restricted Minutes of the Meeting of the Committee held on the 3 December 2024 (attached) and to authorise the Chair to sign them.

3. EXCLUSION OF THE PRESS AND PUBLIC (Pages 9 - 10)

The Panel is asked to consider whether it wishes to pass a resolution to exclude the Press and Public from the meeting in accordance with Section 100A (4) of the Local Government Act 1972 on the grounds that the business involves the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Part 1 of Schedule 12A to the Act (as amended) and that pursuant to paragraph 10 of Part 2 of the said Schedule 12A the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

4. HUMAN RESOURCES OVERVIEW (Pages 11 - 24)

This report provides highlights of key People & Organisational Development activity undertaken over the past 12 months.

This page is intentionally left blank

Minutes of the Meeting of the HUMAN RESOURCES PANEL held at the Council Chamber, Epsom Town Hall on 3 December 2024

PRESENT -

Councillor Phil Neale (Chair); Councillors Chris Ames, Bernice Froud, Kim Spickett and Chris Watson

Absent: Councillor Kieran Persand

Officers present: Andrew Bircher (Interim Director of Corporate Services) and Stephanie Osborne (Head of People and Organisational Development)

1 DECLARATIONS OF INTEREST

No declarations of interest were made by Councillors in items on this agenda.

2 EXCLUSION OF THE PRESS AND PUBLIC

The Panel resolved to exclude the Press and Public from the meeting in accordance with Section 100A (4) of the Local Government Act 1972 on the grounds that the business involved the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Part 1 of Schedule 12A to the Act (as amended) and that pursuant to paragraph 10 of Part 2 of the said Schedule 12A the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

3 HUMAN RESOURCES OVERVIEW

The Panel received a report providing highlights of key People & Organisational Development activity undertaken over the past 12 months.

The Panel's consideration of this item is recorded in a separate (not for publication) restricted Minute.

The meeting began at 5.00 pm and ended at 5.46 pm

COUNCILLOR PHIL NEALE (CHAIR)

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

EXCLUSION OF PRESS AND PUBLIC

Under Section 100(A)(4) of the Local Government Act 1972, the Committee may pass a resolution to exclude the press and public from the Meeting on the grounds that the business involves the likely disclosure of exempt information as defined in paragraph 1 and 2 of Part 1 of Schedule 12A to the Act (as amended) and that pursuant to paragraph 10 of Part 2 of the said Schedule 12A the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The following documents are included on the private agenda pack and have not been published publicly:

Item 4 – Human Resources Overview
The report deals with information relating to a particular individual and information which is likely to reveal the identity of an individual.

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank