

## Notice of Meeting

# People, Performance and Development Committee



**Date & time**  
**Wednesday, 19**  
**March 2014**  
**at 2.00 pm**

**Place**  
Committee Room C,  
County Hall, Kingston  
upon Thames, Surrey  
KT1 2DN

**Contact**  
Cheryl Hardman  
Room 122, County Hall  
Tel 020 8541 9075

**Chief Executive**  
David McNulty

[cherylh@surreycc.gov.uk](mailto:cherylh@surreycc.gov.uk)

**If you would like a copy of this agenda or the attached papers in another format, eg large print or braille, or another language please either call 020 8541 9068, write to Democratic Services, Room 122, County Hall, Penrhyn Road, Kingston upon Thames, Surrey KT1 2DN, Minicom 020 8541 8914, fax 020 8541 9009, or email [cherylh@surreycc.gov.uk](mailto:cherylh@surreycc.gov.uk).**

**This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Cheryl Hardman on 020 8541 9075.**

### **Members**

Mr David Hodge (Chairman), Mr Peter Martin (Vice-Chairman), Ms Denise Le Gal, Mr Stuart Selleck, Mr Richard Walsh and Mrs Hazel Watson

### **Ex Officio:**

Mr David Munro (Chairman of the County Council) and Mrs Sally Ann B Marks (Vice Chairman of the County Council)

## AGENDA

### 1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

### 2 MINUTES OF THE PREVIOUS MEETING: 24 FEBRUARY 2014

(Pages 1  
- 8)

To agree the minutes as a true record of the meeting.

### 3 NOTES OF THE APPOINTMENTS SUB-COMMITTEE MEETING (10 FEBRUARY 2014)

(Pages 9  
- 10)

To note the decision of the Appointments Sub-Committee meeting on 10 February 2014.

### 4 DECLARATIONS OF INTEREST

To receive any declarations of disclosable pecuniary interests from Members in respect of any item to be considered at the meeting.

#### Notes:

- In line with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, declarations may relate to the interest of the member, or the member's spouse or civil partner, or a person with whom the member is living as husband or wife, or a person with whom the member is living as if they were civil partners and the member is aware they have the interest.
- Members need only disclose interests not currently listed on the Register of Disclosable Pecuniary Interests.
- Members must notify the Monitoring Officer of any interests disclosed at the meeting so they may be added to the Register.
- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest.

### 5 QUESTIONS AND PETITIONS

To receive any questions or petitions.

#### Notes:

1. The deadline for Member's questions is 12.00pm four working days before the meeting (*13 March 2014*).
2. The deadline for public questions is seven days before the meeting (*12 March 2014*).
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

### 6 ACTION REVIEW

(Pages  
11 - 18)

An action review table is attached, detailing actions from previous meetings. The Committee is asked to review progress on the items listed.

### 7 HIGH PERFORMANCE LEADERSHIP DEVELOPMENT PROGRAMME

(Pages  
19 - 46)

This report sets out the proposals for the new High Performance Leadership Development Programme for 2014- 2018.

- 8 PROGRAMME: STRATEGY, MANAGEMENT AND SERVICE DELIVERY IN A DIGITAL ECONOMY** (Pages 47 - 56)
- To provide the Committee with a progress update on the design of a qualification in public sector leadership in the digital age. To confirm Surrey County Council's commitment to the programme and to gather feedback about the structure, content and timescales.
- 9 CAREER DEVELOPMENT FRAMEWORK** (Pages 57 - 66)
- To report back on the continued development of the career development framework tools and roll-out of real-life case studies.
- 10 FAIRNESS AND RESPECT STRATEGY** (Pages 67 - 74)
- This report updates the Committee on the progress of the workplace objective as part of the Fairness & Respect Strategy 2013-2018.
- The report includes information requested by the Committee in September 2013 regarding the fairness agenda. Comparative data on peer local authorities has been sourced and detailed.
- 11 EXCLUSION OF THE PUBLIC**
- Recommendation:** That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information under the paragraph 1 of Part 1 of Schedule 12A of the Act.
- 12 CHIEF EXECUTIVE'S APPRAISAL 2013 - REPORTING OF OUTCOME** (Pages 75 - 88)
- To report on the outcome of the Chief Executive's appraisal process which took place in November 2013.
- Confidential: Not for publication under Paragraph 1**  
Information relating to any individual.
- 13 FLEXIBLE RETIREMENT APPLICATION** (Pages 89 - 94)
- Members are asked to consider an application to take flexible retirement.
- Confidential: Not for publication under Paragraph 1**  
Information relating to any individual.
- 14 PAY POLICY EXCEPTIONS REPORT MARCH 2014** (Pages 95 - 98)
- The People, Performance and Development Committee (PPDC) acts as the Council's Remuneration Committee under delegated powers, in accordance with the constitution of the County Council. The purpose of this paper is to highlight decisions taken on Senior Pay that fall outside the published Pay Policy.
- Confidential: Not for publication under Paragraph 1**  
Information relating to any individual.

**15 PUBLICITY FOR PART 2 ITEMS**

To consider whether the item considered under Part 2 of the agenda should be made available to the Press and public.

**16 DATE OF NEXT MEETING**

The next meeting of People, Performance and Development Committee will be on 14 May 2014.

**David McNulty  
Chief Executive**

Published: Tuesday, 11 March 2014

**MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE**

Those attending for the purpose of reporting on the meeting may use social media or mobile devices in silent mode to send electronic messages about the progress of the public parts of the meeting. To support this, County Hall has wifi available for visitors – please ask at reception for details.

Anyone is permitted to film, record or take photographs at council meetings with the Chairman's consent. Please liaise with the council officer listed in the agenda prior to the start of the meeting so that the Chairman can grant permission and those attending the meeting can be made aware of any filming taking place.

Use of mobile devices, including for the purpose of recording or filming a meeting, is subject to no interruptions, distractions or interference being caused to the PA or Induction Loop systems, or any general disturbance to proceedings. The Chairman may ask for mobile devices to be switched off in these circumstances.

It is requested that if you are not using your mobile device for any of the activities outlined above, it be switched off or placed in silent mode during the meeting to prevent interruptions and interference with PA and Induction Loop systems.

*Thank you for your co-operation*