

Notice of Meeting

People, Performance and Development Committee



SURREY
COUNTY COUNCIL

Date & time
Friday, 27 October
2017
at 2.00 pm

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

Contact
Andrew Baird
Room 122, County Hall
Tel 020 8541 7609

Chief Executive
Julie Fisher

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@SCCdemocracy

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This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Andrew Baird on 020 8541 7609.

Members

Mr David Hodge CBE (Chairman), Mr John Furey (Vice-Chairman), Mr Ken Gulati, Mr Mel Few, Mr Nick Harrison and Mrs Hazel Watson

AGENDA

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

To receive any apologies for absence and substitutions.

2 MINUTES OF THE PREVIOUS MEETING [25 SEPTEMBER 2016]

(Pages 1
- 8)

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

3 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.

4 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 (*23 October 2017*).
2. The deadline for public questions is seven days before the meeting (*20 October 2017*).
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

5 ACTION REVIEW

(Pages 9
- 16)

For Members to consider and comment on the Committee's actions tracker

6 FORWARD WORK PROGRAMME

(Pages
17 - 22)

For Members to review and comment on upcoming items due for consideration by the People, Performance and Development Committee.

7 SURREY COUNTY COUNCIL PAY POLICY STATEMENT 2017 - 2018

(Pages
23 - 44)

The People, Performance and Development Committee is invited to recommend the revised Pay Policy Statement for 2017/18 to the next meeting of Full Council on 5 December 2017 for publication on the Council's external website.

The People, Performance and Development Committee is the Council's remuneration Committee and so this report has been brought for consideration by Members in accordance with the Scheme of Delegation.

8 FAMILY LEAVE POLICIES

(Pages
45 - 78)

The People, Performance and Development Committee is asked to consider and approve changes to Surrey County Council's (SCC) Human Resources policies related to maternity, adoption, shared parental leave and associated matters. The Committee are further asked to endorse the proposal to consolidate family leave policies into a single document.

9 LEADERSHIP EXPECTATIONS GUIDE

(Pages
79 - 100)

To introduce the People Performance and Development Committee to Surrey County Council's new Leadership Expectations guide (Annex 1) which has been created to set the standards for leadership at Surrey.

This report is being brought to People, Performance and Development Committee for information and endorsement in accordance with the Council's Scheme of Delegation.

10 STAFF ON THE MAXIMUM OF THE NON-SCHOOL SURREY PAY BANDS

(Pages
101 -
104)

At its meeting on 14 June 2017, the People, Performance and Development Committee asked to receive a report detailing the number of to Surrey Pay non-school staff who are on the maximum of their pay band who will therefore not receive a pay increase in the 2017/18 annual pay review.

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 relevant paragraphs of Part 1 of Schedule 12A of the Act.

PART TWO – IN PRIVATE

12 ORGANISATIONAL CHANGE AND IMPACT

(Pages
105 -
114)

At its meeting on 14 June 2017, the People, Performance and Development Committee asked to receive a report providing an overview of the staffing changes that have been made in the last financial year and those currently being planned or implemented. To show the proportion of staff experiencing change, including the number of redundancies, both voluntary and compulsory, and the steps taken to support staff members impacted by change.

Confidential: Not for publication under Paragraph 3

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

13 PAY POLICY EXCEPTIONS OCTOBER 2017

(Pages
115 -
122)

The People, Performance and Development Committee 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 and recommendations on pay that fall outside the published Pay Policy and amendments to existing Surrey Pay policies.

This report includes a range of pay exceptions and staff related decisions that require the Committee's decision.

Confidential: Not for publication under Paragraph 1

Information relating to any individual.

14 PUBLICITY OF PART 2 ITEMS

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

Confidential: Not for publication under Paragraph 1

Information relating to any individual.

15 DATE OF NEXT MEETING

The next meeting of People, Performance and Development Committee will be on 30 November 2017.

Julie Fisher
Acting Chief Executive
Published: Thursday, 19 October 2017

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