

Notice of Meeting

People, Performance and Development Committee



Date & time
Thursday, 8 March
2018
at 2.00 pm

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

Contact
Vicky Hibbert
Room 122, County Hall
Tel 020 8541 9229

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 Vicky Hibbert on 020 8541 9229.

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

2 MINUTES OF THE PREVIOUS MEETING: 29 JANUARY 2018

(Pages 1
- 14)

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

3 DECLARATIONS OF INTEREST

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter

- (i) Any disclosable pecuniary interests and / or
- (ii) Other interests arising under the Code of Conduct in respect of any item(s) of business being considered at this meeting

NOTES:

- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest
- As well as an interest of the Member, this includes any interest, of which the Member is aware, that relates to the Member's spouse or civil partner (or any person with whom the Member is living as a spouse or civil partner)
- Members with a significant personal interest may participate in the discussion and vote on that matter unless that interest could be reasonably regarded as prejudicial.

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 (Friday, 2 March 2018).
2. The deadline for public questions is seven days before the meeting (Thursday, 1 March 2018).
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

5 ACTION REVIEW

(Pages
15 - 20)

Purpose of the report:

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

6 FORWARD WORK PROGRAMME

(Pages
21 - 26)

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

- 7 UPDATE ON HOUSING OPTIONS FOR HARD TO RECRUIT AND RETAIN ROLES AND POTENTIAL REVISIONS TO THE RELOCATION ASSISTANCE POLICY** (Pages 27 - 46)

Purpose of the Report:

The People, Performance, and Development Committee is asked to consider potential revisions to the Council's Relocation Assistance Policy and note an update on the progress of work which is being undertaken by officers in the Human Resources and Organisational Development Service and Property Services Department of the Council.

- 8 HR POLICY CHANGES: ENDING EMPLOYMENT POLICY** (Pages 47 - 62)

Purpose of the report:

The Committee is asked to note a number of amendments to the Ending Employment Policy of the Council and approve an addition to the Committee's Terms of Reference.

- 9 POLICY STATEMENT ON VOICE RECORDING OF HR MEETINGS** (Pages 63 - 68)

Purpose of the report:

The Committee is asked to consider and endorse a proposal for the Council to adopt a formal policy statement codifying a facility for employees to request permission to use audio recording devices at formal meetings which take place under the provisions of its employment procedures. This proposal has originated from senior officers within the Council, who had asked officers in the HR&OD service to consider a potential solution following reports of staff requesting to use their mobile telephones in order to record HR meetings.

- 10 CORONERS PAY ARRANGEMENTS** (Pages 69 - 80)

Purpose of the report:

This reports sets out details of a new national pay framework and guidance for Coroners issued by the Joint Negotiating Committee for Coroners (the JNC).

It recommends that members of the People, Performance and Development Committee (PPDC) agree to adopt the framework set by the NJC and agrees the process set out for determining the specific salary level within this framework for the current Senior Coroner, Area Coroner and Assistant Coroners.

- 11 SURREY PAY POLICY STATEMENT 2018/2019** (Pages 81 - 92)

Purpose of the report:

The People, Performance and Development Committee is invited to recommend the amendments to the Pay Policy Statement for 2018/19 to the next meeting of the County Council on 20 March 2018 for publication on the Council's external website.

12 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

13 SURREY PAY ANNUAL REVIEW 2018 TO 2019

(Pages
93 - 98)

Confidential: Not for publication under Paragraph 1
Information relating to any individual.

14 SENIOR PAY POLICY EXCEPTIONS - MARCH 2018

(Pages
99 - 102)

The purpose of this paper is to seek approval from the committee regarding recommendations on senior pay arrangements that fall outside the council's published Pay Policy Statement.

Confidential: Not for publication under Paragraph 1
Information relating to any individual.

15 FUTURE LEADERSHIP MODEL

The report for this item will be issued as part of a supplementary agenda after 5 March 2018.

Confidential: Not for publication under Paragraph 1
Information relating to any individual.

16 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.

17 DATE OF NEXT MEETING

The next meeting of People, Performance and Development Committee will be on 26 April 2018.

Julie Fisher
Acting Chief Executive
Published: Wednesday, 28 February 2018

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