Notice of Meeting

People, Performance and Development Committee

Date & time	Place	Contact	Chief Executive
Thursday, 13 June 2019 at **2.00 pm**	Committee Room C, County Hall, Kingston upon Thames, Surrey KT1 2DN	Vickie Neal Room 122, County Hall Vickie.neal@surreycc.gov.uk	Joanna Killian

We're on Twitter: @SCCdemocracy

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 democratic.services@surreycc.gov.uk.

This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Vickie Neal via email on vickie.neal@surreycc.gov.uk

Members

Mr Tim Oliver (Chairman), Mr Colin Kemp (Deputy Chairman), Mr Ken Gulati, Mr Eber A Kington, Mr Chris Botten and Ms Denise Turner-Stewart

AGENDA

1   **APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

2   **MINUTES OF THE PREVIOUS MEETINGS**   (Pages 1 - 12)

To agree the minutes of the People Performance and Development Committee which took place on 25 April 2019, and 8 May 2019, and those of the Appointments Sub-Committee meetings which took place on 10 May and 14 May, as true records of those meetings.

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 7 June)*.
2. The deadline for public questions is seven days before the meeting (*Thursday 6 June)*.
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

5   **ACTION REVIEW**   (Pages 13 - 18)

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

6   **FORWARD WORK PROGRAMME**   (Pages 19 - 22)

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

7   WORKFORCE PERFORMANCE INDICATORS

For Members to receive a demonstration of Workforce Performance Indicators using Tableau.

8   MEMBER/OFFICER PROTOCOL   (Pages 23 - 34)

For Members to consider and comment on the revised Member/Officer Protocol.

9   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

10   STAFFING TERMS AND CONDITIONS ASSOCIATED WITH MOVING CLOSER TO RESIDENTS   (Pages 35 - 44)

To provide an overview of the staffing implications of the Moving Closer to our Residents (MCTR) Programme, together with a timeline for planned activities.

Confidential: Not for publication under Paragraph 4
Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority.

11   RESTRUCTURES UPDATE   (Pages 45 - 50)

To provide the Committee with an overview of, and rationale for, organisational restructures both ongoing and planned.

Confidential: Not for publication under Paragraph 4
Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority.

12   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 4
Information relating to any individual.

13 DATE OF NEXT MEETING

The next meeting of People, Performance and Development Committee will be on 23 September 2019.

Joanna Killian
Chief Executive
Published: Wednesday, 5 June 2019

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. Please liaise with the council officer listed in the agenda prior to the start of the meeting so that 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