

MINUTES of the meeting of the **PEOPLE, PERFORMANCE AND DEVELOPMENT COMMITTEE** held at 2.00 pm on 23 September 2019 at Committee Room C, County Hall, Kingston upon Thames, Surrey KT1 2DN.

These minutes are subject to confirmation by the Committee at its meeting.

Elected Members:

Mr Colin Kemp (Deputy Chairman)
Ms Denise Turner-Stewart
Mr Ken Gulati
Mr Eber A Kington
Mr Chris Botten
Mr Mel Few

Apologies:

Mr Tim Oliver

In Attendance

Ayaz Malik, Pensions Accountant Advisor
Jackie Foglietta – Director of HR&OD
Paul Smith – Interim HR&OD Consultant
Geraldine Judge – People Consultant
Stuart Brown – Data Operations Manager
Angela Guest – Democratic Services

40/19 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

An apology was received from Mr Tim Oliver. Mr Colin Kemp, Vice Chairman took the Chair.

41/19 MINUTES OF THE PREVIOUS MEETINGS [Item 2]

The minutes of the meeting on 13 June 2019 and the minutes of the Appointments Sub-Committee on 18 June, 27 June, 30 July and 31 July 2019 were agreed as a true record.

42/19 DECLARATIONS OF INTEREST [Item 3]

There were none.

43/19 QUESTIONS AND PETITIONS [Item 4]

There were none.

44/19 TERMINATION OF A MEMBER REPRESENTATIVE AND APPOINTMENT OF A MEMBER REPRESENTATIVE TO THE LOCAL PENSION BOARD [Item 9]

Declarations of interest:

None

Witnesses:

Ayaz Malik, Pensions Accountant Advisor

Key points raised during the discussion:

1. It was requested that this item be deferred as the appointment panel had requested further information and for the candidate to go through the usual recruitment procedure.
2. In response to a Member question it was reported that this would have no effect on the working of the Pension Board.

Actions/ further information to be provided:

None.

RESOLVED:

To defer this item.

45/19 ACTION REVIEW [Item 5]

Declarations of interest:

None

Witnesses:

Jackie Foglietta – Director of HR&OD

Key points from the discussion:

1. Tracker A9/19 – In response to a Member query regarding quality/consistency of performance conversations being part of the Pay Policy review, the Director of HR&OD reported that this would form the basis of a report to be brought to the November meeting of this committee.

Actions/ further information to be provided:

None.

RESOLVED:

That the Committee continues to monitor progress on the implementation of actions from previous meetings.

46/19 FORWARD WORK PROGRAMME [Item 6]

Declarations of interest:

None

Witnesses:

Jackie Foglietta – Director of HR&OD

Key points raised during the discussion:

1. The Director of HR&OD pointed out that most of the next meeting would be about the pay review.
2. In response to a Member query on whether Performance Management would be included in discussions about pay the Director of HR&OD stated that it would be a separate item.

Actions/ further information to be provided:

None.

RESOLVED:

That the People, Performance and Development Committee reviewed and noted items that it is due to consider at future meetings.

47/19 WORKFORCE PERFORMANCE INDICATORS [Item 7]

Declarations of interest:

None

Witnesses:

Jackie Foglietta – Director of HR&OD
Stuart Brown – Data Operations Manager

Key points raised during the discussion:

1. The Director of HR&OD explained the work being undertaken on Tableau and explained to Members how they could use it. She also reiterated that this was the start of the work and would be adapted to cover various aspects requested by Members.
2. The Data Operations Manager took Members through a presentation of Tableau and how to search for some of the details they may wish to find.
3. It was explained that Strategic Directors and Cabinet Members currently have access to Tableau. The Director of HR&OD agreed that all PPDC Members should also have access.
4. One Member asked that fire service recruitment data be available on the system.
5. A Member suggested Tableau as one-stop place for Members to go with their queries in order not to barrage officers and for a set of guidelines to be drawn up. Another Member said that the system should have an overarching front page that identified areas of concern. The Data Operations Manager explained the RAG rating for the landing page.
6. There was further discussion about being able to compare data over time. The Data Operations Manager advised that Tableau captures data real-time and at present it doesn't have the capacity to record

historic data; however this was under development. He also advised that although comparison of corporate (whole organisation) statistics would be achievable this would be more difficult within directorates given recent structural changes.

7. The Director of HR&OD stated that the analysis of workforce performance indicators via Tableau is on the committee's forward plan on a six monthly basis.

Actions/ further information to be provided:

That workforce performance RAG rating be brought to the committee for discussion before the next Tableau item in February.

RESOLVED:

1. That workforce performance indicators appear on the Forward Work Programme for February and September 2020.
2. That workforce performance RAG ratings be brought to the committee for discussion at the February meeting.

48/19 LOCAL GOVERNMENT PENSIONS SCHEME- STATEMENT OF POLICY ON EMPLOYER DISCRETIONS [Item 8]

Declarations of interest:

None

Witnesses:

Paul Smith – Interim HR&OD Consultant
Jackie Foglietta – Director of HR&OD

Key points raised during the discussion:

1. The Interim HR&OD Consultant presented a report on the Statement of Policy on Employer Discretions which had been updated. He highlighted several aspects of amendments made including changes to processes that required approval, changes to severance payments for voluntary redundancy. The Director of HR&OD explained the nuances of local authorities not following the statutory cap.
2. The Director of HR&OD replied to a question stating that the finance and value for money implications would be amended when known.
3. Members requested a tracked change version of such documents in future so they could see where the changes had been made.

Actions/ further information to be provided:

None.

RESOLVED:

1. That the revised LGPS Statement of Policy on Employer Discretions be approved.

2. That future amended policy documents be presented to the committee with tracked changes in order for them to see where the changes had been made.

49/19 EXCLUSION OF THE PUBLIC [Item 10]

RESOLVED: 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.

50/19 PAY FOR SENIOR FIRE AND RESCUE STAFF [Item 11]

Declarations of interest:

None

Witnesses:

Paul Smith – Interim HR Consultant

Key points raised during the discussion:

1. The Interim HR&OD Consultant introduced the report on pay for senior fire and rescue staff. He stated that the Chief Fire Officer role had a larger remit which included emergency planning and now reports directly to the Chief Executive. The role of Deputy Chief Fire Officer was set up last year.
2. In response to Member queries it was reported that comparative authorities were chosen on population ratio as well as other individual complexes such as geographical size of the County for example.
3. There was some discussion around transformation and changes to roles to fill gaps.
4. One Member expressed some concern about accountability with the introduction of the deputy role and another Member expressed support for the need for a deputy having heard the extent of the Chief Fire Officer role at a select committee.

Actions/ further information to be provided:

None.

RESOLVED:

See exempt Minute [E-11-19]

51/19 MOVING CLOSER TO OUR RESIDENTS PROGRAMME (MCTR) STAFFING IMPLICATIONS [Item 12]

Declarations of interest:

None

Witnesses:

Jackie Foglietta – Director of HR&OD

Key points raised during the discussion:

1. The Director of HR&OD introduced the report and highlighted several areas. She spoke about agile working being a critical area of focus for MCTR as well as feedback from staff piloting this way of working.
2. Members raised a few issues that they had experienced, mainly in relation to sometimes finding it difficult to contact staff when they are working away from their office base. The Director of HR&OD responded that all agile workers would have mobile phones in the future.
3. There was some discussion around risk management implications which the Director of HR&OD said were being kept under review.

Actions/ further information to be provided:

None.

RESOLVED:

That the report be noted.

52/19 PUBLICITY OF PART 2 ITEMS [Item 13]

It was agreed that the information related to Part 2 items discussed at the meeting would remain exempt.

53/19 DATE OF NEXT MEETING [Item 14]

The Committee noted that its next meeting would be held on 6 November 2019.

Meeting ended at: 3.05 pm

Chairman