

Notice of Meeting

People, Performance and Development Committee



SURREY
COUNTY COUNCIL

Date & time
Tuesday, 1 March
2022
at **12.00 pm**

Place
Surrey County
Council, Woodhatch
Place, 11 Cockshot
Hill, Reigate, Surrey,
RH2 8EF

Contact
Joss Butler
joss.butler@surreycc.gov.uk

Chief Executive
Joanna Killian



We're on Twitter:
@SCCdemocracy

Members

Tim Oliver (Chairman), Denise Turner-Stewart, Eber Kington, Will Forster, Mark Nuti and Becky Rush (Vice-Chairman)

AGENDA

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

2 MINUTES OF THE PREVIOUS MEETING

(Pages 1
- 4)

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 (23 February 2022).
2. The deadline for public questions is seven days before the meeting (22 February 2022).
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

5 ACTION REVIEW

(Pages 5
- 8)

To review the actions tracker.

6 FORWARD WORK PROGRAMME

(Pages 9
- 12)

To review the forward work programme.

7 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

8 TEMPORARY CONTRACT EXTENSION

Report to follow.

Confidential: Not for publication under Paragraph 1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

9 DATE OF NEXT MEETING

The next meeting of People, Performance and Development Committee will be on 8 June 2022.

Joanna Killian
Chief Executive
Published: 21 February 2022

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MINUTES of the meeting of the **PEOPLE, PERFORMANCE AND DEVELOPMENT COMMITTEE** held at 12.30 pm on 7 December 2021 at Surrey County Council, Woodhatch Place, 11 Cockshot Hill, Reigate, Surrey, RH2 8EF.

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

Elected Members Present:

Tim Oliver (Chairman)
Denise Turner-Stewart
Eber Kington
Mark Nuti
Becky Rush (Vice-Chairman)

Apologies:

Will Forster

53/21 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

Apologies were received from Will Forster.

54/21 MINUTES OF THE PREVIOUS MEETING - 23 SEPT 2021 [Item 2]

The minutes were agreed as a true record of the meeting.

55/21 DECLARATIONS OF INTEREST [Item 3]

There were none.

56/21 QUESTIONS AND PETITIONS [Item 4]

One Member question was received from Catherine Baart. The question and response were published within a supplementary agenda. Catherine Baart did not ask a supplementary question and sent thanks to the committee for the response.

57/21 ACTION REVIEW [Item 5]

Key points from the discussion:

1. The Chairman noted that there were no updates to the action tracker. Members made no further comments.

Actions/ further information to be provided:

None.

RESOLVED:

The Committee noted the action tracker.

58/21 FORWARD WORK PROGRAMME [Item 6]

Key points from the discussion:

1. The Chairman noted that the Talent Strategy would be considered at the next meeting. Members made no further comments.

Actions/ further information to be provided:

None.

RESOLVED:

The Committee noted the Forward Work Programme.

59/21 SURREY COUNTY COUNCIL VACCINATION POLICY [Item 7]

Witnesses:

Hannah Dwight, HR Business Partner - Adult Social Care

Key points raised during the discussion:

1. The HR Business Partner introduced the report and provided a brief summary. It was noted that, as a result of the Covid pandemic, the government had made changes to the regulations for care services. The purpose of the Vaccination policy was to set out the county council's position on vaccination related to employment or entry to a designated setting. Members noted details of the policy which were outlined within the officer report.
2. Officers confirmed that there would be no severance costs associated with a dismissal.
3. The Committee noted that there was no data available on the number of people who chose not to apply for a post because of a specific policy.
4. A Member asked for clarification on the policy's position on booster vaccinations. Officers confirmed that currently booster vaccinations were not covered within the regulation.

Actions/ further information to be provided:

None.

RESOLVED:

1. The Committee noted the Vaccination policy.
2. The Committee agreed for the policy to be updated as new legislation is published without further presentation where a review of the council's policy position on vaccination is not required.

60/21 EXCLUSION OF THE PUBLIC [Item 8]

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.

61/21 TENURE, AGENCY & INTERIM SPEND REPORT [Item 9]

Witnesses:

Paula Leach, Interim Director of People and Change
Emma Lucas, Head of Business Partnering & Employment Practice

Key points raised during the discussion:

1. The report was introduced by officers. The Committee asked a number of questions which were responded to by the officers present before moving to recommendations.

Actions/ further information to be provided:

None.

RESOLVED:

See Exempt Minute - E-03-22

62/21 SURREY COUNTY COUNCIL PAY AND TERMS & CONDITIONS OF SERVICE [Item 10]

Witnesses:

Paula Leach, Interim Director of People and Change
Emma Lucas, Head of Business Partnering & Employment Practice

Key points raised during the discussion:

1. The report was introduced by officers. The Committee asked a number of questions which were responded to by the officers present before moving to recommendations.

Actions/ further information to be provided:

None.

RESOLVED:

See Exempt Minute - E-04-22

63/21 PUBLICITY OF PART 2 ITEMS [Item 11]

64/21 DATE OF NEXT MEETING [Item 12]

The Committee noted that its next meeting would be held on 1 March 2022.

2

Meeting ended at: 2.00 pm

Chairman



People, Performance and Development Committee

1 March 2022

Action Review

Purpose of the report:

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

Introduction:

An actions tracker recording actions and recommendations from previous meetings is attached as **Annex 1** and the Committee is asked to review progress on the items listed.

Recommendations:

The Committee is asked to monitor progress on the implementation of actions from previous meetings.

Report contact: Joss Butler, Committee Manager

Contact details: joss.butler@surreycc.gov.uk

Annexes:

Annex 1 – People, Performance and Development Committee Actions Tracker

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People, Performance & Development Committee – ACTION TRACKING March 2022

ONGOING ACTIONS

Number	Meeting Date	Item	Action	Action by whom	Action update

People, Performance & Development Committee – ACTION TRACKING March 2022

COMPLETED ACTIONS

Number	Meeting Date	Item	Recommendation / Action	Action by whom	Action completed
A25/21	23 Sept 2021	Workforce Of The Future	To include the following detail within the next report: <ol style="list-style-type: none"> a. Agency spend and how it was being reduced b. Data on number of interim posts c. Officer retention rates across the council's directorates 	Paula Leach, Director – HR & OD (interim) Beth Stewart, Workforce Strategy & Design Lead	Action completed at December 2021 meeting.



People, Performance and Development Committee

1 March 2022

Forward Work Programme

Purpose of the report:

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

Introduction:

A Forward Plan recording agenda items for consideration at future People, Performance and Development Committee meetings is attached as **Annex 1**, and Members are asked to review the items listed on the Forward Plan.

Recommendations:

That the People, Performance and Development Committee review items that it is due to consider at future meetings (Annex 1).

Report contact: Joss Butler, Committee Manager

Contact details: joss.butler@surreycc.gov.uk

Annexes:

Annex 1 – People, Performance and Development Committee Forward Work Programme

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People Performance and Development Committee Forward Work Programme**8 June 2022**

Item title	Talent Strategy
Report author	Jacqui Skeel, Head of Organisational Effectiveness and Development
Item Summary	To consider an item on the Talent Strategy

Senior Officer Appointments will be scheduled as and when required.

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