

## Notice of Meeting

# People, Performance and Development Committee



### Date and Time

Thursday, 2  
November 2023  
1.00 pm

### Place

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

### Contact

Joss Butler  
joss.butler@surreycc.gov.uk

### Web:

[Council and  
democracy  
Surreycc.gov.uk](https://www.surreycc.gov.uk/council-and-democracy)

### Twitter:

@SCCdemocracy



### **Committee Members:**

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

If you would like a copy of this agenda or the attached papers in **another format**, e.g. large print or braille, or another language please email Joss Butler on [joss.butler@surreycc.gov.uk](mailto:joss.butler@surreycc.gov.uk).

This meeting will be held in public at the venue mentioned above. A live webcast of the meeting can also be accessed via the Council's website. If you would like to attend and you have any **special requirements**, please email Joss Butler on [joss.butler@surreycc.gov.uk](mailto:joss.butler@surreycc.gov.uk).

Please note that public **seating is limited** and will be allocated on a first come first served basis.

## **AGENDA**

### **1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

### **2 MINUTES OF THE PREVIOUS MEETING - 11 SEPTEMBER 2023**

(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 (*27 October 2023*).
2. The deadline for public questions is seven days before the meeting (*26 October 2023*).
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

### **5 ACTION REVIEW**

(Pages  
5 - 8)

The Committee to note the Action Tracker.

### **6 FORWARD WORK PROGRAMME**

(Pages  
9 - 12)

The Committee to note the Forward Work Programme.

**7 PAY POLICY STATEMENT 2023-2024**

(Pages  
13 - 34)

The People, Performance and Development Committee is invited to recommend the Pay Policy Statement for 2023/2024 to the next meeting of the full Council on the 12 December 2023 for publication on the council's external website.

**8 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**

**9 SURREY COUNTY COUNCIL PAY AND TERMS & CONDITIONS OF SERVICE**

(Pages  
35 - 40)

To update the Committee on the context for the pay award for 2024/25, to consider elements that could form part of the pay award offer and to set out an indicative timescale for negotiations and approvals.

This report is being brought to People, Performance and Development Committee under its delegated powers in accordance with Section 2, para 6.13 (a) of the Constitution:

“determine policy on pay, terms and conditions of employment of all staff.”

**10 REDUNDANCY BUSINESS CASE**

(Pages  
41 - 44)

To present a business case for consensual redundancy following a senior level restructure within the Corporate Leadership Team.

This report is being brought to People, Performance and Development Committee under its delegated powers in accordance with Section 2, para 6.13 (b) of the Constitution:

“discharge the function of dismissal and taking disciplinary action against Chief and Deputy Chief Officers as defined in the Local Government & Housing Act 1989 (including appointing an independent panel when required to do so)”

**11 DATE OF NEXT MEETING**

The next meeting of People, Performance and Development Committee will be on 25 January 2024.

**Joanna Killian**  
**Chief Executive**

Published: 25 October 2023

## **MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE**

Members of the public and the press may use social media or mobile devices in silent mode during meetings. Public Wi-Fi is available. Please ask a member of Democratic Services for details.

Anyone is permitted to film, record or take photographs at Council meetings. Please liaise with the committee manager listed in the agenda prior to the start of the meeting so that the meeting can be made aware of any filming taking place.

The 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 any Council equipment or any general disturbance to proceedings. The Chairman may ask for mobile devices to be switched off in these circumstances.

If you are not using your mobile device for any of the activities outlined above, it must be switched off or placed on silent mode during the meeting to prevent interruptions and interference with Council systems.

Thank you for your co-operation.

## **QUESTIONS AND PETITIONS**

Cabinet and most committees will consider questions by elected Surrey County Council Members and questions and petitions from members of the public who are electors in the Surrey County Council area.

### **Please note the following regarding questions from the public:**

1. Members of the public can submit one written question to a meeting. Questions should relate to general policy and not to detail. Questions are asked and answered in public and cannot relate to “confidential” or “exempt” matters (for example, personal or financial details of an individual); for further advice please contact the committee manager listed on the front page of an agenda.
2. The number of public questions which can be asked at a meeting may not exceed six. Questions which are received after the first six will be held over to the following meeting or dealt with in writing at the Chairman’s discretion.
3. Questions will be taken in the order in which they are received.
4. Questions will be asked and answered without discussion. The Chairman or Cabinet members may decline to answer a question, provide a written reply or nominate another Member to answer the question.
5. Following the initial reply, one supplementary question may be asked by the questioner. The Chairman or Cabinet members may decline to answer a supplementary question.