

People, Performance & Development Committee – ACTION TRACKING

ACTIONS

Number	Meeting Date	Item	Recommendation / Action	Action by whom	Action update
A23/13	21 Oct 2013	Action Review	A further report on employee volunteering scheme to be scheduled.	Deputy Head of HR&OD	An update was circulated by email on 28 October 2014. A further report explaining what actions are to be taken to bring up the numbers of employees volunteering was requested and will be scheduled for 26 February 2015.
A11/14	21 July 2014	Review of the "Working Together" Workshops and Future Plans	Officers to bring a report on telephone policy and minimising the use of voicemail to committee in Autumn 2014.	Head of HR&OD	To be scheduled.
A17/14	29 October 2014	Fairness and Respect Strategy Update	That the Chairman sends a letter to all Members asking them to support the Fairness and Respect workforce targets and action plan. The existing plans to achieve the targets would be included with the letter for information.	Equality, Inclusion and Wellbeing Manager	To report back.

COMPLETED ACTIONS

Number	Meeting Date	Item	Recommendation / Action	Action by whom	Action update
A3/14	24 Feb 2014	Surrey Pay Settlement 2014/15 and 2015/16	See confidential annex	Head of HR&OD	See confidential annex.
A15/14	21 July 2014	My Benefits – Surrey Extra: One Year On	Officers to look into protection for the family of an employee involved in the Salary Sacrifice Car Scheme should something happen to the employee.	Head of HR&OD	An email was circulated on 13 November which included an extract of the lease car scheme draft policy on the protection of family members. It was also advised that the FAQs would address this point.

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