

ACTIONS

Number	Meeting Date	Item	Recommendation / Action	Action by whom	Action update
A14/16	5 April	Staff Survey Results	Undertake detailed analysis of the areas of improvement identified in the results of the staff survey and to provide feedback on this analysis to the Committee.	Chief of Staff	<p>The Chief of Staff is currently conducting further analysis on the outcomes of the staff survey and will provide additional information to the Committee on areas of improvement once this analysis has been completed.</p> <p>(Updated 8 April 2016)</p>
A17/16	5 April	Improving Resident Experience: Update on Telephone and Voicemail Policy	Results of the voicemail mystery shopper exercise to be circulated to PPDC Members.	Head of Customer Services	<p>This exercise is in the process of being planned and the results will be circulated to the Committee once the results have been compiled and analysed.</p> <p>(Updated 8 April 2016)</p>
A21/16	3 May	2016/17 Pay Settlement for Surrey Pay Staff and Staff on Terms and Conditions that are Determined Locally	PPDC to be provided with information on the cost of implementing the recommendations related to Regional Surrey Pay for Orbis Employees based in East Sussex.	Head of HR & OD	<p>Details on the final cost of implementing the recommendations in relation to Regional Surrey Pay for Orbis Employees based at East Sussex are being finalised and this information will be circulated to the Committee as soon as it becomes available.</p> <p>(Updated: 11 May 2016)</p>
A22/16	3 May	2016/17 Pay Settlement for Surrey Pay Staff and Staff on Terms and Conditions that are Determined Locally	Head of HR & OD to discuss pay settlement for South East England Councils (SEEC) with Mrs Diane Bolton.	Head of HR & OD	<p>The Head of HR & OD has met with the head of the SEEC team based at Surrey County Council and discussions are ongoing as regards agreeing a pay settlement.</p> <p>(Updated: 11 May 2016)</p>

People, Performance & Development Committee – ACTION TRACKING

19 May 2016

COMPLETED

Number	Meeting Date	Item	Recommendation / Action	Action by whom	Action update
A15/16	5 April	Future Arrangements for Leadership of IMT	Chairman of PPDC to write a letter to Paul Brocklehurst thanking him on behalf of Surrey County Council and Surrey residents for the work he has done to improve IT since joining the Council.	Executive Assistant to the Leader of the Council	A letter was sent to Paul Brocklehurst from the Leader on 26 April 2016 and this was circulated to the Committee on 9 May 2016. (Updated 9 May 2016)
A25/16	3 May	Update on Senior Management Arrangements for Children, Schools and Families Directorate	The Committee to be informed whether the PPDC Appointments sub-committee has a role in appointing interim managers, such as contractors, to chief officer posts.	Head of HR & OD	The Monitoring Officer confirmed there is no stipulation for this in the governance arrangements since locums aren't members of staff. Nonetheless, given the seniority and importance of the role, Linda Kemeny was part of the selection panel. This information was circulated to the Committee on 9 May. (Updated: 9 May 2016)
A23/16	3 May	2016/17 Pay Settlement for Surrey Pay Staff and Staff on Terms and Conditions that are Determined Locally	A report on the pay settlement for South East England Councils (SEEC) to be brought to a future People, Performance and Development Committee meeting	Head of HR & OD	A report on the pay settlement for South East England Councils staff based at County Hall will be brought to the Committee at its meeting on 30 June 2016. This item has been added to the committee forward plan. (Updated: 11 May 2016)
A24/16	3 May	2016/17 Pay Settlement for Surrey Pay Staff and Staff on Terms and Conditions that are Determined Locally	The reimbursement rate for staff with privately owned electric vehicles to be kept under review by HR.	Head of HR & OD	The Head of HR & OD has confirmed that the reimbursement rate for staff with privately owned electric vehicle will be kept under review in accordance with guidance submitted by HMRC. (Updated: 11 May 2016)

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A26/16	3 May	Reshaping Leadership Roles in Environment and Infrastructure	Senior management arrangements for the Environment and Infrastructure Directorate to be reviewed by the People, Performance and Development Committee at its meeting on 30 November 2017.	Regulatory Committee Manager	This item has been added to the forward plan for PPDC to consider at its meeting on 30 November 2016. (Updated: 9 May 2016)
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