

MINUTES of the meeting of the **PEOPLE, PERFORMANCE AND DEVELOPMENT COMMITTEE** held at 11.00 am on 15 July 2016 at Members' Conference Room, County Hall, Kingston upon Thames, Surrey KT1 2DN.

These minutes are subject to confirmation by the Committee at its meeting 26 September 2016.

Elected Members:

- * Mr David Hodge (Chairman)
- * Mr Ken Gulati
- * Ms Denise Le Gal
- * Mrs Hazel Watson

* =present

Apologies:

Mr Peter Martin
Mr Nick Harrison

In Attendance

None

Substitutes

- * Ernest Mallett

64/16 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

Apologies were received from Mr Peter Martin and Mr Nick Harrison.

Mr Ernest Mallett acted as a substitute for Mr Nick Harrison.

65/16 MINUTES OF THE PREVIOUS MEETING: 30 JUNE 2016 [Item 2]

The Committee was advised that the minutes of the meeting on 30 June 2016 had not yet been finalised and that they would be made available for the meeting on 26 September 2016.

66/16 DECLARATIONS OF INTEREST [Item 3]

None were received.

67/16 QUESTIONS AND PETITIONS [Item 4]

None were received.

68/16 ACTION REVIEW [Item 5]

Declarations of interests:

None

Witnesses:

Ken Akers, Head of HR & OD

Key points raised during the discussion:

1. The People, Performance and Development Committee (PPDC) inquired about the progress that had been made on Action A28/16 as recorded in the Committee's Actions Tracker. The Head of HR & OD informed Members that a briefing had been drafted for the Cabinet Member for Business Services and Resident Experience on the work which had been undertaken by Surrey County Council in developing and implementing its new Pay and Reward Strategy. Members asked that a copy of the briefing also be sent to the Leader of the Council for discussion with the Chairman of the Local Government Association (LGA) about the possibility of providing guidance to other local authorities on modernising their pay and reward structures.
2. The Head of HR & OD drew attention to Action A30/16 advising the Committee that all services would be required to complete staff appraisals for the year 2016/17 by 30 June 2017 including those staff members that were not on Surrey Pay terms and conditions. This would allow more time to fully reflect on the distribution of appraisal ratings across the organisation before they are finalised through the moderation process.
3. In relation to Action A32/16, Members were informed that the results of the management review into the distribution of appraisal ratings would be brought to the PPDC meeting which was scheduled for 26 September 2016.
4. Discussion turned to SCC's new Behaviours Framework and how Members could be given the opportunity to determine success in embedding the Framework across the organisation and whether it had improved customer service. The Committee stated that an update on embedding the Behaviours Framework should be provided at its meeting in July 2017 and requested that Council Overview Board (COB) also be given the opportunity to review the Framework following consideration by PPDC.

Actions/ further information to be provided

1. Head of HR & OD to send briefing prepared for the Cabinet Member for Business Services and Resident Experience on the Pay and Reward Strategy to the Chairman of PPDC. It was further requested that a briefing on the Behaviours Framework also be put together to share with other local authorities (**Action Ref: A37/16**).
2. Head of HR & OD to suggest to the Chairman of Council Overview Board that it review progress of embedding the Behaviours Framework in July 2017 (**Action Ref: A38/16**).

RESOLVED:

The People, Performance and Development Committee noted the actions tracker.

69/16 EXCLUSION OF THE PUBLIC [Item 6]

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.

70/16 FUTURE OPERATING MODEL - FINANCE [Item 7]**Declarations of interests:**

None

Witnesses:

Ken Akers, Head of HR & OD

Key points raised during the discussion:

1. The Head of HR & OD introduced the report. 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:

The Committee approved the recommendations set out in the confidential.

71/16 PUBLICITY OF PART 2 ITEMS [Item 8]

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

72/16 DATE OF NEXT MEETING [Item 9]

The Committee noted that its next meeting would take place on 26 September 2016.

Meeting ended at: 11.25am

Chairman

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