

**MINUTES** of the meeting of the **PEOPLE, PERFORMANCE AND DEVELOPMENT COMMITTEE** held at 2.00 pm on 25 September 2017 at Room G30, County Hall, Kingston upon Thames, KT1 2DN.

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

**Elected Members:**

\* Mr David Hodge CBE (Chairman)  
Mr John Furey (Vice-Chairman)  
Mr Ken Gulati  
Mr Mel Few  
Mr Nick Harrison  
Mrs Hazel Watson

\* = In Attendance

**Apologies:**

None

**In Attendance**

Ken Akers, Head of HR & OD  
Andrew Baird, Regulatory Committee Manager  
Julie Fisher, Deputy Chief Executive  
Sandie Hamilton, Learning & Development Manager  
Prodromos Mavridis, Senior Policy Adviser  
Tim Oliver, Cabinet Member for Property and Business Services  
Julie Smyth, HR Reward Manager

**65/17 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]**

There were none.

**66/17 MINUTES OF THE PREVIOUS MEETING: 25 JULY 2017 [Item 2]**

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

**67/17 DECLARATIONS OF INTEREST [Item 3]**

There were none.

**68/17 QUESTIONS AND PETITIONS [Item 4]**

The People, Performance and Development Committee (PPDC) considered a petition submitted by Mr Charles Lister concerning abolishing the post of Chief Executive and examining the need for anyone over £50,000 salary. The Committee's response to this petition is attached to these minutes as Annex 1.

The Chairman stated that Members of PPDC had held robust discussions at its meeting on 25 July 2017 about whether Surrey County Council (SCC) required a Chief Executive. He stressed that PPDC was a cross-party Committee and that Members had unanimously agreed the need for SCC to have a Chief Executive. The Committee highlighted that it was crucial to have an officer at the helm of the organisation with the insight and vision to steer SCC through the significant financial challenges that it faced. Members also drew attention to the role that the Chief Executive played in establishing vital strategic partnerships with particular referenced made to the leadership that David McNulty had demonstrated in helping to ensure that the Surrey Heartlands Devolution Agreement came to fruition.

#### **69/17 ACTION REVIEW [Item 5]**

##### **Declarations of interest:**

None

##### **Witnesses:**

Ken Akers, Head of HR & OD  
Andy Baird, Regulatory Committee Manager

##### **Key points from the discussion:**

- In reference to Actions A30/17 and A31/17, Members asked that the Committee receive a report outlining what actions to improve the support available for SCC staff to negotiate Surrey's housing market, particularly those in roles considered challenging to recruit to or were new staff relocating from outside the County. It was agreed that a report on this would be brought to the PPDC meeting and a provisional date was agreed to consider this at the Committee's meeting on 30 November.

##### **Actions/ further information to be provided:**

1. A report to be brought to the PPDC meeting on 30 November outlining action taken by the Council in regard to actions A30/17 and A31/17.

##### **RESOLVED:**

The People, Performance and Development Committee monitored progress on the implementation of actions from previous meetings.

#### **70/17 FORWARD WORK PROGRAMME [Item 6]**

##### **Declarations of interest:**

None

##### **Witnesses:**

Ken Akers, Head of HR & OD  
 Andy Baird, Regulatory Committee Manager

**Key points raised during the discussion:**

1. Members drew attention to an error in the summary for an item that the Committee is scheduled to consider at its meeting on 30 November 2017 and officers were asked to ensure that this was corrected.

**Actions/ further information to be provided:**

2. The Summary of the item on 'Policy Statement on Recording HR Meetings' to be considered at the PPDC meeting on 30 November to be corrected.

**RESOLVED:**

The People, Performance and Development Committee reviewed items that it is due to consider at future meetings.

**71/17 LEARNING AGREEMENT [Item 7]**

**Declarations of interest:**

None

**Witnesses:**

Ken Akers, Head of HR & OD  
 Sandie Hamilton, Learning & Development Manager

**Key points raised during the discussion:**

1. An introduction to the report was provided by the Learning & Development Manager who informed the Committee that there was a need to standardise learning agreements for staff across the Council to ensure a consistent policy on cost recovery for training courses paid for by SCC.
2. Members discussed whether provisions within the new Learning Agreement were sufficient for those who failed to pass exams or achieve qualifications on courses funded by the Council. The Head of HR & OD advised the Committee that there were reasonable grounds as to why a member of staff may fail to complete a training course and stressed that it was important for the Learning Agreement to acknowledge that these justifications existed.
3. Clarity was sought by Members on the number of staff that had taken up the new Learning Agreement and it was agreed that this information would be collated and circulated to the Committee.
4. PPDC was advised that the new Learning Agreement would be put in place from 1 October 2017 and Members asked that the recommendations be updated to reflect this start date.

**Actions/ further information to be provided:**

1. Committee Members to receive a data on the number of staff who have committed to the Council's new Learning Agreement.

**RESOLVED:**

That the People, Performance and Development Committee approve the implementation of a revised Learning Agreement from 1 October 2017 for Surrey County Council staff undertaking a qualification that is paid for by the Council via Directorate devolved budgets

**72/17 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.

**73/17 PRESENTATION BY TRADE UNION REPRESENTATIVES [Item 9]****Declarations of Interest:**

None

**Witnesses:**

Andy Pattinson, UNISON  
Kala Rosser, UNISON

**Key points raised during the discussions:**

The Committee received a presentation from representatives of UNISON Trade Union regarding the Surrey Pay Annual Review following which Members asked a series of questions.

**Actions/ further information to be provided:**

None

**RESOLVED:**

None

**74/17 SURREY PAY ANNUAL REVIEW 2017 TO 2018 [Item 10]****Declarations of interest:**

None

**Witnesses:**

Ken Akers, Head of HR & OD  
Julie Smyth, HR Reward Manager

**Key points raised during the discussions:**

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:**

The Committee agreed a number of actions which are recorded in the Part 2 minutes.

**RESOLVED:**

The Committee approved the recommendations set out in the confidential minutes.

**75/17 SENIOR MANAGEMENT ARRANGEMENTS [Item 11]**

**Declarations of interest:**

None

**Witnesses:**

Ken Akers, Head of HR & OD  
Julie Fisher, Deputy Chief Executive

**Key points raised during the discussions:**

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:**

The Committee agreed a number of actions which are recorded in the Part 2 minutes.

**RESOLVED:**

The Committee approved the recommendations set out in the confidential minutes.

**76/17 PAY POLICY EXCEPTIONS - SEPTEMBER 2017 [Item 12]**

**Declarations of interest:**

None

**Witnesses:**

Ken Akers, Head of HR & OD

**Key points raised during the discussions:**

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:**

The Committee agreed a number of actions which are recorded in the Part 2 minutes.

**RESOLVED:**

The Committee approved the recommendations set out in the confidential minutes.

**77/17 PUBLICITY OF PART 2 ITEMS [Item 13]**

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

**78/17 DATE OF NEXT MEETING [Item 14]**

The Committee noted that its next meeting would be held on 27 October 2017.

Meeting ended at: 5.00 pm

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**Chairman**