

MINUTES of the meeting of the **PEOPLE, PERFORMANCE AND DEVELOPMENT COMMITTEE** held at 2.00 pm on 22 September 2020 at Remote.

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

Elected Members:

***= in attendance**

Tim Oliver*

Colin Kemp

Denise Turner-Stewart *

Ken Gulati *

Chris Botten *

Eber Kington *

45/19 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

Apologies were received from Colin Kemp. Mary Lewis acted as substitute.

46/19 MINUTES OF THE PREVIOUS MEETINGS [Item 2]

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

47/19 DECLARATIONS OF INTEREST [Item 3]

There were none.

48/19 QUESTIONS AND PETITIONS [Item 4]

There were none.

49/19 ACTION REVIEW [Item 5]

Witnesses:

None.

Key points from the discussion:

1. Members noted that Actions A21/20 and A22/20 were now marked as complete.

Actions/ further information to be provided:

None.

RESOLVED:

The Committee noted the actions tracker.

50/19 FORWARD WORK PROGRAMME [Item 6]**Witnesses:**

None.

Key points from the discussion:

1. Members noted that three items were scheduled for November 2020 and outlined in Annex 1 of the report.

Actions/ further information to be provided:

None.

RESOLVED:

The Committee noted the forward work programme.

51/19 TERMINATION OF A MEMBER REPRESENTATIVE AND FURTHER APPOINTMENT OF A MEMBER REPRESENTATIVE OF THE LOCAL PENSION BOARD [Item 7]**Witnesses:**

John Smith, Pension Governance and Employer Manager

Key points raised during the discussion:

1. The Pension Governance and Employer Manager provided Members with a brief overview of the report and its recommendations.

Actions/ further information to be provided:

None.

RESOLVED:

It was agreed that the termination and appointment for a member representative position of the Local Pension Board, as outlined in Annex 1 of the report, was approved.

52/19 COVID-19 - STAFF WELLBEING [Item 8]**Witnesses:**

Jackie Foglietta, Director – HR&OD

Key points raised during the discussion:

1. The Director introduced the report and noted that it had been requested at the previous Committee meeting. Members noted the contents of the report and the support which had been provided to staff during the COVID-19 pandemic. Officers highlighted that the decision to allow staff to begin working from an office was under

review following a speech from the Prime Minister which encouraged people to work from home where they can.

2. A Member of the Committee highlighted that, when visiting front line teams, staff have been positive of the proactivity of managers to talk to them and ask if they are okay. Members further noted that managers should continue to check in on their staff and not assume they are adapting appropriately. Officers stated that specialist training was available to managers and staff in order to support them.
3. The Committee asked what support was available for senior members of staff. Officers explained that it was recognised that senior staff were mostly in back to back meetings due to their virtual accessibility throughout the day. Leadership training bases around agile working would be made available which will include that it is not expected to be available and in meetings all day.
4. Members noted that data of absences due to COVID-19 reasons was collected and those who were self-isolating for more than 80 days were presumed to be shielding.
5. Members asked how many staff had taken on mental health issues while working from home. Officers responded that this information was tracked however there was not current the data to link mental health reasons to COVID-19.
6. Members stated that they were pleased with the report and agreed to amend the recommendations to reflect this.
7. The Committee requested an update at the next meeting.

Actions/ further information to be provided:

Members requested to receive a 'COVID – 19 STAFF WELLBEING' update report at the next meeting.

RESOLVED:

The Committee noted the report and were pleased with actions taken by the council to support the wellbeing of staff during the COVID-19 pandemic.

53/19 "OUR CONVERSATION" STAFF ENGAGEMENT [Item 9]

Witnesses:

Jackie Foglietta, Director – HR&OD

Key points raised during the discussion:

1. The Director introduced the report and presented the presentation which was attached as Annex 1 of the report. Following the presentation, Members noted that the data was not benchmarkable due to being specific to COVID-19.
2. Members stated that they were pleased that staff felt more empowered and that this was a positive comment in the report.
3. The Committee requested data from the staff engagement that was divided between directorates to allow for comparisons. Officers agreed to circulate this outside the meeting following its circulation to the Corporate Leadership Team.
4. The Committee discussed different ways to incentivise staff to complete staff surveys when they are circulated. Officers explained

that there were a number of options to incentivise staff which included the opportunity to win a prize or to ask managers to encourage staff during team meetings.

5. The Committee noted that there was a communications plan to communicate the staff engagement responses to staff.

Actions/ further information to be provided:

1. The Committee requested data from the staff engagement that was divided between directorates to allow for comparisons. Officers agreed to circulate this outside the meeting following its circulation to the Corporate Leadership Team.

RESOLVED:

The Committee noted the report.

54/19 EXCLUSION OF THE PUBLIC [Item 10]

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.

55/19 SURREY COUNTY COUNCIL PAY AND TERMS & CONDITIONS OF SERVICE [Item 11]

Witnesses:

Jackie Foglietta, Director – HR&OD

Key points raised during the discussion:

1. 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:

None.

RESOLVED:

See exempt minute [E-13-20]

56/19 CENTRALLY EMPLOYED TEACHERS 2020 - 2021 PAY SETTLEMENT [Item 12]

Witnesses:

Jackie Foglietta, Director – HR&OD

Key points raised during the discussion:

1. The report was introduced by officers.

Actions/ further information to be provided:

None.

RESOLVED:

See exempt minute [E-14-20]

57/19 CHILDREN'S SOCIAL WORKERS PAY & REWARD PROPOSALS [Item 13]**Witnesses:**

Jacquie Burke, Director for Family Resilience & Safeguarding
Daniel Peattie, Strategic Finance Business Partner

Key points raised during the discussion:

1. Officers introduced the report and highlighted that the report sought the Committee's approval to the introduction of retention payments in relation to Children's Social Workers, Team Leaders and Independent Chairs, to come into effect from 1 October 2020. Officers explained that the stable workforce was key to receiving positive feedback from Ofsted.
2. Members highlighted the importance of ensuring directorates received sufficient funding to reflect any agreed payments.
3. Following discussion, officers stated that the proposal was part of a suite of changes to encourage retention throughout the directorate.
4. The Committee asked a number of further questions which were responded to by the officers present before moving to recommendations.

Actions/ further information to be provided:

None.

RESOLVED:

See exempt minute [E-15-20]

58/19 PUBLICITY OF PART 2 ITEMS [Item 14]**59/19 DATE OF NEXT MEETING [Item 15]**

The Committee noted that its next meeting would be held on 4 November 2020.

Meeting ended at: 15:50pm

Chairman

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