

MINUTES of the meeting of the **PEOPLE, PERFORMANCE AND DEVELOPMENT COMMITTEE** held at 2.00 pm on 23 September 2021 at Surrey County Council, Woodhatch Place, 11 Cockshot Hill, Reigate, Surrey, RH2 8EF.

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

Elected Members:

Tim Oliver (Chairman)
Will Forster
Mark Nuti
Becky Rush (Vice-Chairman)
Denise Turner-Stewart
Eber Kington

43/21 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

Apologies were received from Eber Kington. There were no substitutions.

44/21 MINUTES OF THE PREVIOUS MEETING [19 JULY 2021] [Item 2]

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

45/21 DECLARATIONS OF INTEREST [Item 3]

There were none.

46/21 QUESTIONS AND PETITIONS [Item 4]

There were none.

47/21 ACTION REVIEW [Item 5]

Key points from the discussion:

1. The Chairman noted that there were no open actions.

Actions/ further information to be provided:

None.

RESOLVED:

The Committee noted the actions tracker.

48/21 FORWARD WORK PROGRAMME [Item 6]**Key points from the discussion:**

1. The Chairman noted that the Committee would consider an item on Pay and Reward at the 7 December 2021 meeting.

Actions/ further information to be provided:

None.

RESOLVED:

The Committee noted the Forward Work Programme.

49/21 WORKFORCE OF THE FUTURE [Item 7]**Declarations of interest:**

None

Witnesses:

Paula Leach, Director – HR & OD (interim)

Beth Stewart, Workforce Strategy & Design Lead

Key points raised during the discussion:

1. Officers introduced the item and noted that the report provided the latest quarterly update on progress in delivering the workforce strategy. Members went on to note details around the five different themes which were Workforce Insight & Management; Strategic Workforce Planning; Work and Job Design; Resourcing, and Employee Experience. Officers further highlighted details related to the employee value proposition, Talent Strategy and the Policy Review.
2. Members discussed the Government's ambition to allow requests for flexible working from the first day of employment. Officers explained that an impact assessment would need to be conducted however flexible working was mostly already in place across the council where appropriate. Members went on to state that it was important for the council to understand exactly what roles could be carried out flexibly.
3. The Committee discussed the challenges that faced the council around understanding exactly what 'flexible working' would mean for individual officers and the council as a whole.
4. Members held a discussion on officer engagement and highlighted the importance of the quarterly Pulse Surveys which intended to flag issues and allow the council to better target efforts.
5. Officers stated that they wished to empower staff to work in an environment where they would thrive and produce the best outcomes.
6. Members discussed different ways that the council could track an officer's progression as they worked in a flexible capacity. Officers stated that progression tracking could fit within the 'employee value proposition' workstream.
7. The Chairman asked that the next report include detail on the following subjects:
 - a. Agency spend and how it was being reduced

- b. Data on number of interim posts
- c. Officer retention rates across the council's directorates

Actions/ further information to be provided:

None.

RESOLVED:

The People, Performance and Development Committee noted the report.

50/21 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.

51/21 CONTRACT EXTENSION [Item 9]

Declarations of interest:

None

Witnesses:

Paula Leach, Director – HR & OD (interim)

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-19-21]

52/21 DATE OF NEXT MEETING [Item 10]

The Committee noted that its next meeting would be held on 7 December 2021.

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Meeting ended at: 3.00 pm

Chairman