

MINUTES of the meeting of the **PEOPLE, PERFORMANCE AND DEVELOPMENT COMMITTEE** held at 11.30 am on 9 April 2024 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.

Members:

Tim Oliver (Chairman)
Denise Turner-Stewart (Vice-Chairman)
Sinead Mooney
Will Forster
Mark Nuti
Catherine Powell (as substitute)

Apologies:

Eber Kington

1/24 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

Apologies were received from Eber Kington. Catherine Powell acted as substitute.

2/24 MINUTES OF THE PREVIOUS MEETING [16 JANUARY 2024] [Item 2]

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

3/24 DECLARATIONS OF INTEREST [Item 3]

There were none.

4/24 QUESTIONS AND PETITIONS [Item 4]

There were none.

5/24 ACTION REVIEW [Item 5]

Witnesses:

Shella Smith, Director of People and Change

Key points from the discussion:

1. The director introduced the item and informed Members that an item on the LGA Equality Peer Review was due to be considered at the next formal meeting.

Actions/ further information to be provided:

None.

RESOLVED:

The Committee noted the action review.

6/24 FORWARD WORK PROGRAMME [Item 6]**Witnesses:**

Shella Smith, Director of People and Change

Key points from the discussion:

1. The director introduced the item and informed Members that an update on settlement payments agreed would be considered at the next meeting.
2. The Chairman stated that it would be beneficial to receive a report on the number of interims employed or contracted, agency staff and consultants. The Chairman added that it would be helpful to also include data on the joint venture with Kent Commercial Services.

Actions/ further information to be provided:

None.

RESOLVED:

The Committee noted the Forward Work Programme.

7/24 SURREY COUNTY COUNCIL OFFICERS CODE OF CONDUCT [Item 7]**Witnesses:**

Shella Smith, Director of People and Change

Key points raised during the discussion:

1. The Director introduced the report and provided a brief overview. It was noted that the Code has been updated to reflect Equalities and Inclusion and the Bullying and Harassment Policy.
2. The Chairman stated that he had held a discussion with the Monitoring Officer related to council officers conversing with elected representatives from other Authorities, particularly around highways issues, and that the protocol should be that all correspondence be through the divisional Member. The Chairman requested that consideration be put into this when reviewing the Code of Conduct or Member / Officer Protocol which was agreed.
3. Members highlighted that there had been discussion within groups related to the Equalities, Diversity and Inclusion (EDI) Policy and some desire for it to be considered by Members at the Resources and Performance Select Committee. Following discussion, it was agreed that the People, Performance and Development Committee invite the Chairman and Vice Chairman of the Resources and Performance Select Committee to a Part 2 item (or private session) of the committee when it considers an update on EDI.
4. A Member asked for clarification on whether the Code of Conduct policy applied to only permanent employees of the council. Officers confirmed that the policy applied to all staff including agency workers.

Actions/ further information to be provided:

None.

RESOLVED:

The Committee agreed the amendments of the Officers' Code of Conduct and recommend approval by Full Council at the Annual General Meeting on 21 May 2024.

8/24 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.

9/24 UPDATE ON SURREY PAY 2024/25 [Item 9]**Witnesses:**

Paul Smith, HR Consultant - Reward Reform Programme

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-08-24

10/24 DATE OF NEXT MEETING [Item 10]

The Committee noted the date of the next meeting.

Meeting ended at: 12.30 pm

Chairman