

County Council Meeting – 11 December 2018

**REPORT OF THE PEOPLE, PERFORMANCE & DEVELOPMENT COMMITTEE**

- \* Mr David Hodge (Chairman)
- \* Mr John Furey (Vice Chairman)
- \* Mr Ken Gulati
- \* Mr Eber Kington
- \* Mr Tim Oliver
- \* Mrs Fiona White

\* = Present

A = Apologies

**A. PEOPLE, PERFORMANCE AND DEVELOPMENT COMMITTEE TERMS OF REFERENCE**

1. The People, Performance and Development Committee conducted a review of its role and remit in response to the transformation programme underway at Surrey County Council. This review concluded that changes were necessary to the Committee's Terms of Reference to ensure that processes and decision-making are clear, streamlined and outcomes-focused retaining democratic accountability while enabling officers to focus on delivering organisational change. This review proposed that the Committee's remit concentrated on the following areas:
  - a. The Council's Pay and Reward Strategy
  - b. The Council's Workforce Strategy
  - c. The Appointment of senior officers
  - d. Half Yearly Workforce Performance Indicators
2. A revised Terms of Reference based on these four areas were considered and approved its revised Terms of Reference at its meeting on 7 November 2018.
3. The People, Performance and Development Committee **COMMEND** its Terms of Reference (Annex A) to Council for inclusion in the Constitution.

**David Hodge**  
**Chairman of the People, Performance & Development Committee**  
**December 2018**

### **6.11 PEOPLE, PERFORMANCE AND DEVELOPMENT COMMITTEE**

For the Committee's role in appointing senior officers, please also refer to the Officer Employment Procedure Rules in Article 11 and Part 5 of Standing Orders within this Constitution.

#### **6.12 Membership**

Six Members of the authority (at least one of whom must be a Member of the Cabinet).

#### **6.13 Terms of Reference**

The Committee will, subject to paragraph 6.15, appoint officers to those senior posts referred to in the Officer Employment Procedure Rules and determine the conditions of employment of such officers under the Officer Employment Procedure Rules. The Committee will act as the Council's Remuneration Committee under delegated powers.

The Committee will also:

- (a) determine policy on pay and contractual terms and conditions of employment of all staff;
- (b) discharge the function of dismissal and taking disciplinary action against Chief and Deputy Chief Officers as defined in the Local Government & Housing Act 1989 (including appointing an independent panel when required to do so);
- (c) determine the Council's Policy Statement in respect of Employing Authority and Administration Authority Discretions under regulations relating to the Local Government Pension Scheme (LGPS), Teacher's Pension Scheme (TPS) and Firefighter's Pension Scheme (FPS);
- (d) endorse the application of such pension related discretions in relation to Chief and Deputy Chief Officers;
- (e) monitor half yearly workforce performance indicators;
- (f) consider strategic workforce planning; and
- (g) consider and seek to resolve collective disputes between the Council and recognised Trade Unions where this has not been possible at earlier stages of procedures.

### **6.14 APPOINTMENTS SUB-COMMITTEE**

#### **6.15 Membership**

Four Members of the People, Performance and Development Committee.

#### **6.16 Terms of Reference**

The Sub-Committee will appoint Deputy Chief Officers and determine the conditions of employment of such officers.

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