

MINUTES of the meeting of the **PEOPLE, PERFORMANCE AND DEVELOPMENT COMMITTEE** held at 12.30 pm on 7 June 2022 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)
Denise Turner-Stewart
Eber Kington
Will Forster
Mark Nuti
Becky Rush (Vice-Chairman)

11/22 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

None received.

12/22 MINUTES OF THE PREVIOUS MEETING - 01 MARCH 2022 [Item 2]

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

13/22 DECLARATIONS OF INTEREST [Item 3]

There were none.

14/22 QUESTIONS AND PETITIONS [Item 4]

There were none.

15/22 ACTION REVIEW [Item 5]

Officers:

None.

Key points raised during the discussion:

1. The Chairman introduced the item. The committee raised no comments.

Actions / further information to be provided:

None.

Resolved:

The action tracker was noted.

16/22 FORWARD WORK PROGRAMME [Item 6]**Officers:**

None.

Key points raised during the discussion:

1. The Chairman introduced the item. The committee raised no comments.

Actions / further information to be provided:

None.

Resolved:

The forward plan was noted.

17/22 TALENT STRATEGY [Item 7]**Officers:**

Anna Reed, Leadership & Talent Development Lead
Sarah Kershaw, Chief of Staff to Chief Executive & Interim Strategic Director of People and Change

Key points raised during the discussion:

1. Officers introduced the report and explained that 13% of the council's workforce were under 30 and 5% were under 25. In addition, data showed that those aged 20-24 were significantly less likely to be successful at recruitment. The Committee noted details of the Early Careers and Succession Planning projects in progress within the People and Change service as presented within the report.
2. The Chairman noted that there was ongoing work within the wider skills and apprenticeship landscape and that T Levels were expected to change the landscape considerably. Furthermore, the Chairman said that working to engage with young people to set out clear career opportunities that exist was key and that the council had an important role to play.
3. Members asked for detail on the council's work to retain employees and better understand reasons for moving to different employment. Officers explained that exit interviews were carried out to understand and learn from employees experiences' and also find out what attracted people to originally join the council. The information recorded would then be used to better understand how to make the organisation stand out to potential future employees.
4. Officers said that further detail on the financial and value for money implications would be provided at a future meeting.
5. Members noted that there had been challenges when using the apprenticeship levy. Further to this, the council was considering how to use the levy resources to represent underrepresented groups.
6. The Committee requested further information on how the council intended on resourcing the support needed to train inexperienced staff

through their career progression. Officers explained that support would be considered on a service-by-service basis to better understand their individual needs. Officers further stated that there was an intention to pilot the scheme in service areas of critical skills.

7. Members said that positions at the council were diverse and that young people in schools should be made aware of the different career paths available. Further to this, the committee noted the importance of offering work experience to potential future employees. Officers highlighted the work of the Early Careers Network which were considered the 'youth-voice' across the council. Further to this, officers informed the Committee that there was ongoing work to increase the council's engagement with the education sector to provide opportunities such as career fairs, open days and skills development days.
8. Members noted that Succession Planning was the process of identifying the critical positions the council required for business continuity then identifying employees who had the potential and aspiration to do those roles and implementing specific developmental action plans. Officers further explained that the goal was for all officers to have a personalised development plan through inclusive performance conversations with their manager.
9. During a discussion around the risk of officers leaving the council after receiving progression training, officers explained that it was a national challenge and that the council's goal was to create attractive career opportunities so that past employees felt that they could one day return to employment at Surrey County Council.
10. The Chairman thanked officers for their report and asked that an update was brought back to the committee at an appropriate time.

Actions / further information to be provided:

None.

Resolved:

- a. Members noted the different programmes of work being explored to stimulate Early Careers opportunities and routes into the council.
- b. Members were made aware of the subjects and timelines for implementation of Technical Level (T Level) placements, relevant to Surrey County Council.
- c. Members noted the Work Experience and virtual work experience offer under development to support and share locally.

18/22 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.

19/22 SURREY COUNTY COUNCIL PAY AND TERMS & CONDITIONS OF SERVICE [Item 9]**Officers:**

Paul Smith, HR

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-14-22

20/22 PAY POLICY STATEMENT 2022-2023 [Item 10]**Officers:**

Sarah Kershaw , Chief of Staff to Chief Executive & Interim Strategic Director of People and Change

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-15-22

21/22 EDUCATIONAL PSYCHOLOGY (EP) SERVICE PAY ARRANGEMENTS [Item 11]**Officers:**

Susan Harris, Principal Educational Psychologist and Autism Strategy Lead

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-16-22

22/22 PUBLICITY OF PART 2 ITEMS [Item 12]**23/22 DATE OF NEXT MEETING [Item 13]**

The Committee noted that its next meeting would be held on 5 September 2022.

Meeting ended at: 1.28 pm

Chairman

This page is intentionally left blank