

MINUTES of the meeting of the **PEOPLE, PERFORMANCE AND DEVELOPMENT COMMITTEE** held at 2.00 pm on 14 November 2023 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:

(* = In attendance)

Tim Oliver (Chairman)*
Denise Turner-Stewart (Vice-Chairman)*
Eber Kington*
Sinead Mooney
Mark Nuti*
Will Forster

In Attendance

Julia McShane* (acted as substitute)

30/23 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

Apologies were received from Will Forster and Sinead Mooney.

Julia McShane acted as a substitute for Will Forster.

31/23 MINUTES OF THE PREVIOUS MEETING - 11 SEPTEMBER 2023 [Item 2]

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

32/23 DECLARATIONS OF INTEREST [Item 3]

There were none.

33/23 QUESTIONS AND PETITIONS [Item 4]

There were none.

34/23 ACTION REVIEW [Item 5]

Key points from the discussion:

1. The Chairman introduced the report. There were no outstanding actions to note.

Actions/ further information to be provided:

None.

RESOLVED:

The Committee noted the Actions Tracker.

35/23 FORWARD WORK PROGRAMME [Item 6]

Officers:

Paul Smith, Programme Manager (Pay & Reward)

Key points from the discussion:

1. The Programme Manager introduced the item and provided Members with a verbal update. Members noted that an item to consider details of the Surrey Pay Award was due to be considered at the next meeting in January 2024. Members further noted that an item to consider details on the Pay Reward Programme was due to be considered in March 2024.
2. In regard to senior appointments, a Member raised concern that senior appointments were not considered as part of the budget process for the council. The Member further added that he had previously raised a concern on this and was expecting a response in January 2024. The Chairman noted that the Chief Executive was the Head of Paid Service, therefore responsible for the appointment of senior officers, and that Members were included within the interview panel for senior appointments through either the Appointment Sub-Committee or the People, Performance and Development Committee. The Chairman added that details related to the Members concern had been provided to the Chairman of the Budget Working Group. Following further discussion, the Chairman asked officers to include relevant budget details related to senior appointments within the periodic report on agency workers which was due to be considered by the People, Performance and Development Committee.
3. A Member noted a recent peer review report from the Local Government Association (LGA) which provided suggestions and recommendations on services within the council. The Member asked that a report be considered by committee which provided an overview of any actions put in place to address the LGA recommendations relevant to staffing which was agreed.

Actions/ further information to be provided:

Officers to include relevant budget details related to senior appointments within the periodic report on agency workers which was due to be considered by the People, Performance and Development Committee.

Officers to submit a report to the committee which provides an overview of any actions put in place to address the LGA peer review recommendations relevant to staffing.

RESOLVED:

The Committee noted the Forward Work Programme.

36/23 PAY POLICY STATEMENT 2023-2024 [Item 7]**Officers:**

Emma Lucas, Head Of Business Partnering & Employment Practice
Paul Smith, Programme Manager (Pay & Reward)

Key points raised during the discussion:

1. Officers introduced the report and invited the Committee to recommend the Pay Policy Statement for 2023/2024 to the next meeting of Full Council in December 2023. Officers noted that the report was also considered at the previous committee meeting and noted that there were no pay changes following the Corporate Leadership Team review.

Actions/ further information to be provided:

None.

RESOLVED:

The People, Performance and Development Committee recommended the publication of the Pay Policy Statement (Annex 1 of the report) to the next Surrey County Council full Council meeting on 12 December 2023.

37/23 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.

38/23 SURREY COUNTY COUNCIL PAY AND TERMS & CONDITIONS OF SERVICE [Item 9]**Witnesses:**

Emma Lucas, Head Of Business Partnering & Employment Practice
Paul Smith, Programme Manager (Pay & Reward)

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 the recommendation.

Actions/ further information to be provided:

None.

RESOLVED:

The Committee noted the report.

39/23 REDUNDANCY BUSINESS CASE [Item 10]**Witnesses:**

Emma Lucas, Head Of Business Partnering & Employment Practice
Paul Smith, Programme Manager (Pay & Reward)

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-19-23

40/23 DATE OF NEXT MEETING [Item 11]

The Committee noted the date of the next meeting.

Meeting ended at: 3:00pm

Chairman