

No.

## **EARLY RETIREMENT/REDUNDANCY COMMITTEE**

Minutes of a meeting held on 12<sup>th</sup> September, 2019.

Present: Councillor N.C. Thomas (Chairman); Councillor G. John (Vice-Chairman); Councillors V.J. Bailey, Mrs. P. Drake and R.A. Penrose.

### 271 APOLOGIES FOR ABSENCE –

These were received from Councillors Mrs. J.E. Charles and Mrs. K.F. McCaffer.

### 272 MINUTES –

RESOLVED – T H A T the minutes of the meeting held on 25<sup>th</sup> July, 2019 be approved as a correct record.

### 273 DECLARATIONS OF INTEREST –

No declarations were received.

### 274 EXCLUSION OF PRESS AND PUBLIC –

RESOLVED - T H A T under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 4 of Schedule 12A (as amended) of the Act, the relevant paragraphs of the Schedule being referred to in brackets after the minute heading.

### 275 APPLICATION FOR FLEXIBLE RETIREMENT – M (MD) (EXEMPT INFORMATION – PARAGRAPHS 12 AND 14) –

Consideration was given to an application for flexible retirement in respect of the above employee.

RESOLVED –

(1) T H A T the flexible retirement of M. (subject to suitable cover the remaining part of the post being identified) be approved in accordance with the Council's Policy subject to no other circumstances arising in the interim whereby the employment be terminated for a different reason.

(2) T H A T use of the appropriate delegated powers be endorsed to enable M. to reduce their contracted hours from 37 to 22 hours per week from 1<sup>st</sup> December, 2019 or as agreed between the Council and M.

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(3) T H A T the retirement of M. from the employment of the Council to take place on or before 1<sup>st</sup> May, 2021, subject to Resolution (1) above be approved.

Reasons for decisions

(1) To determine the flexible retirement application within the Regulations and allow for the eventualities that may not be known at this time.

(2) To achieve the necessary change to the employee's working hours, to assist service continuity, provide appropriate support to assist the employee's transition to retirement, to contribute to the savings of the Service and enable improved succession planning.

276 APPLICATION FOR VOLUNTARY REDUNDANCY – U (MD) (EXEMPT INFORMATION – PARAGRAPHS 12, 13 AND 14) –

Consideration was given to an application for voluntary redundancy in respect of the above employee.

RESOLVED –

(1) T H A T the application for voluntary redundancy in respect of U. under Scheme D of the Council's Early Retirement/Redundancy Scheme be approved, subject to Resolutions (2) and (3) below.

(2) T H A T the Council's Avoiding Redundancy Procedure be followed and in the event of suitable alternative employment being found, Resolution (1) above be revoked on the successful completion of a trial period.

(3) T H A T the Managing Director be given delegated authority to consult with the Head of Human Resources and Organisational Development on the date and termination of U.'s employment be approved and should this be prior to the end of his contractual notice, PILON be paid.

Reasons for decisions

(1) To support the resilience of the Senior Management structure and enable the appointment of two Head of Service positions as outlined and approved by Council on 12<sup>th</sup> December, 2018.

(2) To comply with the Council's Policy and Procedures.

(3) To secure a smooth transition and conclude any contractual requirements.

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277 PAYMENT OF OVERTIME TO H DURING A PERIOD OF FLEXIBLE RETIREMENT (MD) (EXEMPT INFORMATION – PARAGRAPHS 12 AND 14) –

The individual employee's previous request for flexible retirement had been approved by the Committee on 4<sup>th</sup> April, 2019 and subsequently H. had reduced his working hours to 22 hours per week commencing from 1<sup>st</sup> July, 2019 and ending on 3<sup>rd</sup> June, 2021 when H. would retire.

As a result of recent recruitment challenges affecting the relevant team, H. had offered to work extra hours with paid overtime to allow the short term and temporary work pressures to be accommodated. The Committee's approval was now required in regard to the overtime payments.

RESOLVED – T H A T the payment of necessary overtime at the appropriate hourly rate as required by operational needs of the Section, to H. for hours worked above H.'s contracted hours (as amended by H.'s flexible retirement) be approved for a period of no more than 6 months from the date of the Committee decision.

Reason for decision

To enable H. to provide operational support to the relevant Section during a temporary and short term period of heavy workload and staff absence/vacancies.

278 APPLICATION TO EXTEND THE FLEXIBLE RETIREMENT OF W (DSS) (EXEMPT INFORMATION – PARAGRAPHS 13 AND 14) –

Consideration was given to an application to extend the flexible retirement period in respect of W. for a further two years to 12<sup>th</sup> November, 2021.

RESOLVED –

(1) T H A T the extension of the flexible retirement of W. be approved in accordance with the Council's Policy subject to no other circumstances arising in the interim whereby the employment were to be terminated for a different reason.

(2) T H A T the use of the appropriate delegated powers be endorsed, to enable W. to continue in employment for a further 24 months at 18.5 hours per week, commencing 13<sup>th</sup> November, 2019 with the retirement of W. from employment with the Council taking place on or before the 12<sup>th</sup> November, 2021 providing no other circumstances arising in the interim where the employment were to be terminated for a different reason.

Reasons for decisions

(1) To determine the flexible retirement application within the Regulations and to allow for eventualities that may not be known at the time.

(2) To achieve the necessary change to the employee's flexible retirement date, to assist Service continuity, provide appropriate support to assist the

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employee's transition to retirement and to contribute to the integration of the relevant Service areas.

279 APPLICATION FOR FLEXIBLE RETIREMENT – T (DSS) (EXEMPT INFORMATION – PARAGRAPHS 13 AND 14) –

Consideration was given to an application to extend the flexible retirement in respect of T. for a further two years to 12<sup>th</sup> November, 2021.

RESOLVED –

(1) T H A T the extension of the flexible retirement of T. be approved in accordance with the Council's Policy subject to no other circumstances arising in the interim whereby the employment would be terminated for different reasons.

(2) T H A T the use of the appropriate delegated powers be endorsed, to enable T. to continue for a further 24 months at 22 hours per week, commencing 13<sup>th</sup> November, 2019 and that the retirement of T. from the employment of the Council takes place on or before 12<sup>th</sup> November, 2021 providing no other circumstances arising in the interim whereby the employment would be terminated for a different reason.

Reasons for decisions

(1) To determine the flexible retirement application within the Regulations and to allow for eventualities that may not be known at the time.

(2) To achieve the necessary change to the employee's flexible retirement date, to assist Service continuity, provide appropriate support to assist the employee's transition to retirement and to contribute to the integration of the related Service areas.