

Time began: 4.05pm
Time ended: 4.42pm

**Personnel Committee
25 September 2013**

Present Councillor Macdonald (Chair),
Councillors Ashburner, Barker, Carr and Redfern

16/13 Apologies

Apologies for absence were received from Councillors Jackson, Jennings, S Khan and Roberts

17/13 Late items to be introduced by the Chair

There were none.

18/13 Declarations of Interest

There were none.

19/13 Minutes of the meeting held on 18 July 2013

The minutes of the meeting held on 18 July 2013 were agreed as a correct record and signed by the Chair, subject to the following amendment.

That Councillor Redfern had been present at the meeting.

20/13 Minutes of the meeting held on 24 July 2013

The minutes of the meeting held on 24 July 2013 were agreed as a correct record and signed by the Chair.

21/13 Policy Updates – Disciplinary & Dismissals and Retirement Policies

The Committee received a report of the Strategic Director of Resources on Policies Update – Disciplinary & Dismissals and Retirement Policies. The report was presented by the HR Adviser. It was reported that the Human Resources Organisational Development team were in the process of reviewing and updating the Council's Human resources policies. Members noted that the review had been prioritised in line with changes in legislation, case law, social/political environment and age of the policy.

The Committee were referred to Appendix 5 of the report, which summarised the changes to both the Disciplinary & Dismissals and Retirement Policies. The Committee considered each of the changes.

Resolved:

1. to approve the revised Disciplinary and Dismissals Policy attached at Appendix 2. The table of policy changes at Appendix 5 details the major changes to the policy and the rationale behind each one; and
2. to approve the revised Retirement Policy attached at Appendix 3 and associated EIA attached at Appendix 4. The table of policy changes at Appendix 5 details the major changes to the policy and the rationale behind each one.

22/13 Exclusion of press and public

Resolved that under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting during discussion of the following items on the grounds that they involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act and that the public interest in maintaining the exemption outweighed the public interest in disclosing this information.

23/13 Voluntary Redundancy and Returners

The Committee received a report of the Strategic Director of Resources on Voluntary Redundancy (VR) and Returners. The report was presented by the Director of HR and Business Support.

Resolved to note the report.

24/13 Pay and Reward Project Update

The Committee received an update on the pay and reward project. The update was presented by the Director of HR and Business Support.

Resolved to note the update.

MINUTES END