

**Minutes of: HUMAN RESOURCES AND APPEALS PANEL**

**Date of Meeting:** 10 March 2017

**Present:** Councillor T Holt (in the Chair)  
Councillors M Hankey and A McKay

**Also in attendance:**

**Public Attendance:** No members of the public were present at the meeting.

**Apologies for Absence:**

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**HRA.1 DECLARATIONS OF INTEREST**

There were no declarations of interest made at the meeting.

**HRA.2 EXCLUSION OF THE PRESS AND PUBLIC**

**It was agreed:**

That the Press and Public be excluded from the meeting.

**HRA.3 TO CONSIDER APPLICATIONS SUBMITTED FOR VOLUNTARY EARLY RETIREMENT, FLEXIBLE RETIREMENT AND VOLUNTARY SEVERANCE**

**Delegated decision:**

That the following employees be allowed to retire prematurely /be granted voluntary severance/flexible retirement:-

Employee	Department	Retirement Date	Grounds
LC	C & WB	03/04/2017	Flexible Retirement
CC	R & R	31/03/2017	VER efficiency with Severance
AL	R & R	01/04/2017	Flexible Retirement
AA	R & R	01/04/2017	Flexible Retirement
JB	R & R	01/04/2017	Flexible Retirement
JG	R & R	01/04/2017	Flexible Retirement
JW	R & R	31/03/2017	VER efficiency with Severance
SM	R & R	31/03/2017	VER efficiency with Severance
LB	R & R	01/04/2017	Flexible Retirement
WM	R & R	31/03/2017	VER efficiency with Severance

#### **HRA.4 INTERIM ARRANGEMENTS**

Tracy Murphy, Assistant Director of Resources and Regulation (HR & OD) presented a report setting out the options available in relation to the position of Interim Chief Executive of the Council.

##### **Delegated decisions:**

1. The Human Resources and Appeals Panel agree that the Executive Director for Communities and Wellbeing be appointed as Interim Chief Executive and ask that this be confirmed at the next scheduled meeting of Council as necessary.
2. The Human Resources and Appeals Panel agree that the Executive Director for Communities and Wellbeing assume the duties of the Chief Executive with immediate effect and that an honorarium be paid, backdated to 1<sup>st</sup> March 2017.
3. The Human Resources and Appeals Panel agree that Executive Director for Communities and Wellbeing assumes immediate responsibility for putting other acting up arrangements in place.

**COUNCILLOR Holt**  
**Chair**

**(Note: The meeting started at 10.00 am and ended at 11.20 am)**