

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

**Date of Meeting:** 16 July 2019

**Present:** Councillor (in the Chair)  
Councillors J Black, J Daly and G McGill

**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 AND FLEXIBLE RETIREMENT**

**Delegated decision:**

1. The Human Resources and Appeals Panel notes the work underway to deliver this year's budget, with contributions from the voluntary exit campaign.
2. That the following employees be allowed to retire prematurely /be granted flexible retirement:-

Dept	Team	Exit Date	Scheme
BG&I	Architectural Services	31.3.20	Voluntary Early Retirement
BG&I	Architectural Services	31.3.20	Voluntary Early Retirement
BG&I	BG&I	31.8.19	Voluntary Early Retirement
BG&I	Building Control	31.12.19	Voluntary Early Retirement
BG&I	Urban Renewal	30.11.19	Voluntary Early Retirement
BG&I	Urban Renewal	30.11.19	Voluntary Early Retirement
BG&I	Urban Renewal	30.11.19	Flexible Retirement
C&WB	Finance	31.3.20	Flexible Retirement
C&WB	Finance	31.3.20	Voluntary Early Retirement
C&WB	Finance	31.3.20	Voluntary Early Retirement
C&WB	Health & Environmental Protection	31.3.20	Voluntary Early Retirement

C&YP	Education Welfare Team	31.3.20	Voluntary Early Retirement
C&YP	Transport & Contracts	31.8.19	Voluntary Early Retirement
Ops	Grounds Maintenance	31.3.20	Flexible Retirement
Ops	Grounds Maintenance	27.9.19	Flexible Retirement
Ops	Grounds Maintenance	31.3.20	Flexible Retirement
Ops	Grounds Maintenance	17.8.19	Flexible Retirement
Ops	Workshop	7.11.19	Flexible Retirement
S&T	Arts & Museums	3.01.20	Voluntary Early Retirement
S&T	CS&C	31.3.20	Voluntary Early Retirement
S&T	CS&C	27.9.19	Flexible Retirement
S&T	CS&C	31.3.20	Voluntary Early Retirement
S&T	Pay Services	31.3.20	Voluntary Early Retirement

3. That in accordance with the Council's Pay Policy, the Human Resource and Appeals Panel recommends to Council the acceptance of the following two applications. These applications will be considered at the next scheduled meeting of Council due to be held on 11<sup>th</sup> September 2019.

S&T	Finance (Employee one)	31.12.19	Voluntary Early Retirement
S&T	HR & OD (Employee Two)	31.12.19	Voluntary Early Retirement

4. Whilst approval is sought in respect of Employee two this must be subject to consultation feedback, this consultation exercise will commence imminently.

**COUNCILLOR J Black**  
**Chair**

**(Note: The meeting started at 3.00 pm and ended at 4.00 pm)**