

NORTH DEVON COUNCIL

Minutes of a meeting of the PERSONNEL COMMITTEE held at the Civic Centre, Barnstaple on Tuesday 29th April 2014 at 10.00a.m.

PRESENT: Members:

Councillor Wilkinson (Chairman)

Councillors: Clark, Croft, Haywood, Lucas and Mathews.

Officers:

Human Resources Manager, Joint Head of Strategic Development and Planning and Corporate and Community Administrator (KD).

1 APOLOGIES

Apologies for absence were received from Councillors Barker, Hockin and Hunt..

2 MINUTES

RESOLVED that the minutes of the meeting held on 17th March 2014 (circulated previously) be approved as a correct record and signed by the Chairman.

3 DECLARATIONS OF INTEREST

There were no declarations of interest announced.

4 ESTABLISHMENT OF SUB-COMMITTEE TO HEAR GRIEVANCE, DISCIPLINARY AND HARASSMENT CASES

The Committee considered a report by the Human Resources Manager (circulated previously) regarding the Establishment of a Sub-Committee to Hear Grievance, Disciplinary and Harassment Cases.

RESOLVED

That the appointment of a Sub-Committee to Hear Grievance, Disciplinary and Harassment Cases be deferred pending clarification being sought from the Procedures Committee in relation to the political make-up of the Sub-Committee and the requirement for an Executive Member to be appointed.

It was noted that Councillors Croft and Lucas were still willing to be appointed on the Sub-Committee once clarification was sought.

5 ESTABLISHMENT OF STAFF CONSULTATION PANEL SUB - COMMITTEE

The Committee considered a report by the Human Resources Manager (circulated previously) regarding the Establishment of the Staff Consultation Panel Sub-Committee.

RESOLVED:

- (a) That a Staff Consultation Panel Sub-Committee be established to implement staff consultation in accordance with the constitution as detailed in Appendix 5, paragraph 4 of the Constitution;
- (b) That six Members be appointed to the Sub-Committee in accordance with any decision relating to alternative arrangements or in accordance with the political balance of three Conservatives, two Liberal Democrats and one Independent Member from the North Devon First Independent Group;
- (c) That the functions of the Staff Consultation Panel Sub Committee as outlined in Appendix 5, paragraph 4 of the Constitution be adopted;
- (d) That Councillors Croft, Clark, Hunt, Lucas, Mathews and Wilkinson be appointed to serve on the Sub-Committee.

6 ESTABLISHMENT OF SUB-COMMITTEE TO DEAL WITH CHIEF EXECUTIVE TERMS AND CONDITIONS OF EMPLOYMENT

The Committee considered a report by the Human Resources Manager (circulated previously) regarding the Establishment of a Sub-Committee to deal with the Chief Executive Terms and Conditions of Employment.

RESOLVED:

- (a) That a Sub-Committee of three Members with a political balance of two Conservatives and one Liberal Democrat be appointed to consider and determine the local terms and conditions of employment for the post of Chief Executive;
- (b) That Councillors Croft, Mathews and Wilkinson be appointed to serve on the Sub-Committee.

7 EXCLUSION OF PUBLIC AND PRESS AND RESTRICTION OF DOCUMENTS

RESOLVED :

- (a) That, under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item as it involved the likely disclosure of exempt information as defined by Paragraphs 1 and 3 of Part 1 of Schedule 12A of the Act (as amended from time to time), namely information relating to any individual and the financial or business affairs of any particular person (including the authority holding that information).
- (b) That all documents and reports relating to the item be confirmed as “Not for Publication”.

8 APPLICATIONS FOR VOLUNTARY SEVERANCE IN CONTEXT OF A RESTRUCTURE

The Committee considered a report by the Chief Executive (circulated previously) regarding applications for voluntary severance in context of a restructure.

The Head of Strategic Development and Planning addressed the Committee in relation to post number 52016R. A chart was tabled outlining the future restructure of the Planning Department. She gave a detailed verbal update in relation to the future of the Planning Service and answered questions in relation to the same.

The Human Resources Manager outlined the details of the further applications for voluntary severance and answered questions in relation to the same.

The Committee expressed deep concern on the strain and impact upon the workloads of all staff within the authority and the ability to provide the service required to customers due to the departure of highly experienced staff.

The Committee requested that an explanation as to why the overall financial impact figures and savings had changed from the previous circulated report be provided and reported back to the next meeting of the Committee.

The Committee requested in future that when applications for voluntary severance were being considered by the Committee that the Head of Service relating to the application attend the meeting to give a detailed explanation as to how it would not have an impact to the service.

RESOLVED, that due to the need to make budget led cut backs, the following applications for voluntary redundancy on the grounds of efficiency of service be approved:
52016R, 57317N, 32002N, 31025N, 55200N, 35304N.

Chairman

The meeting ended at 10.50 am

NOTE: These minutes will be confirmed as a correct record at the next meeting of the Committee.