

MINUTES OF A MEETING OF THE
HUMAN RESOURCES
SUB-COMMITTEE HELD IN ROOM 27,
WALLFIELDS, HERTFORD ON
THURSDAY, 23 DECEMBER 2004 AT
10.00 AM

PRESENT: Councillor M R Alexander.
Councillors W Ashley, S A Bull, N Burdett,
A M Graham (substitute for M Wood), D E Mayes,
J Warren (substitute for D Richards).

OFFICERS IN ATTENDANCE:

Michelle Diprose	Democratic Services Assistant
Simon Drinkwater	- Assistant Director (Law and Control)
Bernard Perry	- Assistant Director (Human Resources)
David Tweedie	- Assistant Director (Financial Services)

1 EXCLUSION OF PRESS AND PUBLIC

The Sub-Committee passed a resolution pursuant to Section 100(A)(4) of the Local Government Act 1972 to exclude the press and public during consideration of the business referred to in Minute 6 on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A of the said Act.

2 APOLOGIES

Apologies for absence were submitted on behalf of Councillors M Wood and D Richards

3 DECLARATIONS OF INTEREST

The Sub-Committee noted that an individual's name was not provided in any report on staffing matters. Concern was expressed that without this information, a Member of the Sub-Committee would not be able to determine whether they had a personal or personal and prejudicial interest as a consequence of "knowing" the individual(s) concerned. The Assistant Director (Human Resources) undertook to provide this information in future.

RESOLVED ITEMS

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4 ELECTION OF CHAIRMAN

RESOLVED – that Councillor N Burdett be elected Chairman of the Human Resources Sub-Committee for 2004/05.

5 MINUTES

RESOLVED – that the Minutes of the meeting of the Sub-Committee held on 11 March 2004 be confirmed as a correct record and signed by the Chairman.

6 EFFICIENCY RETIREMENT – POSTHOLDER PS044

The Assistant Director (Financial Services) submitted a report in relation to the early retirement of postholder PS044. The Assistant Director (Financial Services) recommended that the postholder be granted early retirement on the grounds of the efficient exercise of the Council's functions. Further, he recommended that the postholder's pensionable service be augmented by 5.00 years and that the resources released, should these proposals be approved, be applied, as a corporate saving to the Council and to fund additional clerical support to the Property Section.

The Assistant Director (Financial Services) advised the Sub-Committee that an assessment of the role of the

Sub-Committee that an assessment of the role of the property service and its structure had been undertaken. The assessment had identified the need to restructure the service to respond to the pressure to build capacity to manage and control central facilities effectively and deliver an expanded capital building improvement programme. He further reported that the number of properties the Council owned had declined due to sales and development and the transfer of the housing stock. This had meant that the duties of the postholder had somewhat diminished.

The Assistant Director (Financial Services) reported that the postholder was struggling to adapt to new ways of working and the current need of the service. Other members of staff had adapted well and were capable of undertaking estate work with guidance and support from the Head of Service.

The Assistant Director (Financial Services) further advised that all parties had been involved in discussion to determine the way forward and it was concluded that the service needed adequate support of a technical and clerical nature. He further advised that the current job description of the existing clerical post had been reviewed and extended to cover additional duties to support the management of the service.

The Sub-Committee noted the rationale behind the recommendation now put forward and the reasons why the other options identified were not supported.

The Sub-Committee considered the following matters in relation to the proposal now submitted and the weight to be given to each factor: -

- (a) amount of local government service
- (b) length of East Herts service
- (c) age

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- (d) difficulty in obtaining similar employment in a reasonable time
- (e) speed of payback and the effect on taxpayers
- (f) effect from staff morale that the departure terms produced
- (g) effect on recruitment and retention of the Council's policies on departure terms
- (h) other similar local authorities' lawful practices, where ascertainable, in relation to staff departure terms
- (i) past lawful practices on the subject by the Authority
- (j) equality considerations.

The Sub-Committee noted the information provided by the Assistant Director (Financial Services) on the aforementioned matters.

The Sub-Committee supported the Assistant Director (Financial Services) recommendations.

RESOLVED – that (A) the early retirement of postholder PS044, effective from a date to be agreed with the Assistant Director (Financial Services), be approved on the grounds of the efficient exercise of the Council's function,

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(B) the postholder's pensionable service be augmented by 5.00 years, and

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(C) resources released by the decisions in (A) and (B) above be applied as a corporate saving to the Council and to fund additional clerical support to the Property Section.

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The meeting closed at 11.46 am.