

## CORPORATE AFFAIRS COMMITTEE

A meeting of the Corporate Affairs Committee was held on 21 July 2010.

**PRESENT:** Councillor Clark (Chair), Councillors Cox, McIntyre, McPartland and Purvis.

**OFFICERS:** S Harker and R Long.

**\*\* AN APOLOGY FOR ABSENCE** was submitted on behalf of Councillor Brunton.

### **\*\* DECLARATIONS OF INTEREST**

No declarations of interest were made at this point of the meeting.

### **\*\*MINUTES**

The Minutes of the meeting held on 29 June 2010 were taken as read and approved as a true record subject to the following amendment:

Apologies for Absence - Councillor Purvis to be added.

### **EARLY RETIREMENT/VOLUNTARY REDUNDANCY**

The Director of Legal and Democratic Services presented a report the purpose of which was to agree a further temporary variation to the voluntary redundancy provisions in order to assist in the identification of savings and avoid or minimise any compulsory redundancies.

As part of the Council identifying savings to meet the funding gap, reviews of both staffing and non-staffing budgets were in progress. Voluntary redundancies could assist in the process by offering opportunities for re-structures and re-deployments. A previous enhanced Voluntary Redundancy Scheme ran up to 21 March 2010 on the basis of 1.75 the usual redundancy payment. The scheme had been successful as it had enabled people to leave and produced savings.

A copy of the Council's Consultation, Redundancy Selection and Appeals Policy and the Early Retirement/Voluntary Redundancy Policy were attached at Appendix 1 to the submitted report. These provided for redundancy payments of up to 30 weeks pay to be made at actual pay, rather than at the statutory level.

It was proposed that a further enhanced voluntary redundancy scheme should be established to run from 1 August 2010 for ten weeks until 1 October 2010. This would temporarily enhance redundancy payments for volunteers on the following basis:

- Applications would be considered on the basis that approval would depend upon whether they would facilitate a saving including, but not restricted to, the release of the applicant's post or another's post.
- Successful applications would receive the normal redundancy payment multiplied by 1.25 (a maximum, depending on age and service of 37.5 weeks pay).
- Responses to applications would be made as soon as possible.
- No change was proposed to the approach to added years in the case of staff over 55 years of age. Therefore added years would be considered in addition to redundancy payments only in exceptional circumstances and where costs could be balanced by savings to be made.
- Leaving dates would be by mutual agreement, depending on circumstances and savings needs, and no pay in lieu of notice would be offered.

**ORDERED** that the temporary enhancement of the Council's Early Retirement/Voluntary Redundancy Scheme be approved.

#### **OUTSIDE BODY APPOINTMENT – FEDERATION OF BURIAL AND CREMATION AUTHORITIES**

The Director of Legal and Democratic Services presented a report to request approval of the nomination of a Council representative to the Executive Committee of the Federation of Burial and Cremation Authorities.

At the last Annual Council meeting, Peter Kettlewell, Bereavement Services Manager, was appointed as the Council's representative on the Federation of Burial and Cremation Authorities. The Council had now been invited to nominate Mr Kettlewell to serve on that Authority's Executive Committee for a three-year period. The deadline for nominations was 22 July 2010 and therefore the request had been brought to the Corporate Affairs Committee rather than the next Council meeting.

**ORDERED** that the nomination of Mr Kettlewell to serve on the Federation of Burial and Cremation Authorities' Executive Committee for a three-year period be approved.