Employment and Appeals Committee Minutes

Minutes of the Employment and Appeals Committee meeting of Wyre Borough Council held at 6.00 pm on Monday 2 July 2012 at the Civic Centre, Poulton-le-Fylde.

Committee members present:

Councillor Amos            Councillor Martin
Councillor Bridge          Councillor Robinson
Councillor Cocker         Councillor Turner
Councillor I Duffy        Councillor Wilson
Councillor R Duffy

Apologies: Councillor Pimbley

Officers present:

Jane Collier (Human Resources Advisor)
Duncan Jowitt (Democratic Services)

EA1. Election of Chairman and Vice Chairman

Councillor Turner was elected as Chairman.

Councillor Robinson was elected as Vice-Chairman.

EA2. Declarations of interest

None.

EA3. Minutes

The committee confirmed the minutes of the meeting of the committee held on 5 March 2012 as a correct record.
EA4. Human Resources Policies

The Human Resources Manager submitted a report presenting a number of additions and amendments to the council’s Human Resources Policies.

The Human Resources Manager told the Committee that the existing Redundancy Policy and Selection Procedure had been circulated with the agenda by mistake and advised members verbally of the amendments. These were the deletion of two of the bullet points (“retirement of those employees already beyond normal retirement age” and “seeking applicants for early retirement, or voluntary redundancy”) at paragraph 2.2 of the Policy as listed under “5. The measures for minimising or avoiding compulsory redundancies…may include”.

The committee discussed the additions and amendments to all the policies thoroughly and the Human Resources Advisor provided members with clarification on a number of issues in respect of the amendments.

Resolved that revisions to the following Human Resources Policies of the council be approved:

- Extended Authorised Absence Policy
- Redundancy Policy and Selection Procedure
- Capability Policy and Procedure
- Health and Wellbeing Framework

EA5. Appeals training for members of the committee

The committee noted that the Appeals training course would be held on 6.00-9.00pm on 18 July 2012 and all members confirmed that they were intending to take part in the training.

EA6. Date and time of next meeting

6.00 pm on Monday 5 November 2012.

The meeting started at 6.00 pm and finished at 6.16 pm.

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