

Resources Committee
Early Retirement Sub-Committee

Minutes of Meeting of the Early Retirement Sub-Committee held at Council Headquarters, Inverness on Wednesday 10 December, 2014 at 9.30 a.m.

PRESENT

Ms M Smith
Dr D Alston
Miss J Campbell

Mr N Donald
Mr A Mackinnon (by telephone conference)
Mr A Christie

Officials in attendance

Mr B Alexander, Director of Care and Learning Service
Mr G Hamilton, Head of Environment and Development, Development & Infrastructure Service
Ms E Barrie, Human Resources Manager, Corporate Development Service
Mr C MacCallum, Payroll and Pensions Manager, Finance Service
Mr A MacInnes, Administrative Assistant, Corporate Development Service

Ms M Smith in the Chair

1. Apologies for Absence

Apologies for absence were intimated on behalf of Mrs G Ross, Mr T Prag and Mr G Farlow.

2. Declarations of Interest

The Sub-Committee **NOTED** that there were no declarations of interest expressed.

3. Exclusion of the Public

The Sub-Committee **RESOLVED** that under Section 50A(4) of the Local Government (Scotland) Act 1973 the public be excluded from the meeting on the grounds that the matter for discussion involved the likely disclosure of exempt information as defined in Paragraph 1 of Part I of Schedule 7A of the Act.

4. Applications for Early Retirement

There had been circulated to Members only:-

- i. Early Retirement applications from the Chief Executive's Service, Care and Learning Service and Development and Infrastructure Service;
- ii. a copy of the Early Retirement/Voluntary Severance Scheme; and
- iii. an explanatory note of the calculations involved in determining the financial

implications of applications for early retirement/voluntary severance.

Members expressed concern that one of the applicant's notice of retirement had already been released to the media. There was a feeling that there was an assumption that the decision had already been taken for them which they were uncomfortable with. In order that this situation did not happen again, Members requested that a report on the review of the process for submitting Early Retirement/Voluntary Severance applications agreed at the last meeting, be brought to the next meeting of the Sub-Committee.

Members were advised of the process for dealing with cases of redundancy of employees and support provided. In this respect, Members requested that employees in such a situation should be advised in writing that they should seek independent financial advice in terms of the financial package that was being offered to them.

Thereafter, the Sub-Committee **AGREED:-**

- i that a report on the review of the process for submitting Early Retirement/Voluntary Severance applications agreed at the last meeting, be brought to the next meeting of the Sub-Committee;
- ii that employees in a redundancy situation would be advised in writing that they should seek independent financial advice in terms of the financial package that was being offered; and
- iii that the undernoted applications be granted Early Retirement on the following grounds: release of benefits on compassionate grounds and Criteria 1 on the grounds of redundancy; 2(i) as an alternative to redundancy of an individual; 2(ii) to avoid redundancy of another employee; 2(iii) to assist in service restructuring.

<u>Pension Scheme Reference No.</u>	<u>Leaving Date</u>	<u>Criteria</u>
D40590694	N/A	Release of benefits on compassionate grounds
A40590849	N/A	Release of benefits on compassionate grounds
A045605006	30/01/2015	Categories 2(i), 2(ii) and 2(iii) of the Council's Early Retirement/ Voluntary Severance Scheme.
A40460666	06/01/2015	Category 1 of the Council's Early Retirement/Voluntary Severance Scheme.
A40490533	06/01/2015	Category 1 of the Council's Early Retirement/Voluntary

Item 25ii

Severance Scheme.

32043979 (payroll number)

31/12/2014

Category 1 of the Council's
Early Retirement/Voluntary
Severance Scheme.

The meeting ended at 9.50 a.m.