

**Highland Council
Corporate Resources Committee**

Minutes of Meeting of the **Employment Release Sub-Committee** held in Council Headquarters, Inverness on Tuesday 2 October 2018 at 10.35 a.m.

PRESENT

Mr A Mackinnon	Mr A Henderson
Mr D Louden	Mrs T Robertson
Mr R Bremner (by telephone conference)	Mr J Finlayson
Mr R Laird	

Officials in attendance

Ms A MacPherson, Workforce Staffing & Planning Manager, Care & Learning Service
Mr A Summers, Head of Environmental & Amenity Services, Community Services
Ms E Barrie, HR Manager, Corporate Resources Service
Mr C MacCallum, Payroll and Pension Manager, Corporate Resources Service
Mrs H Jones, HR Officer, Corporate Resources Service
Mr A MacInnes, Administrative Assistant, Chief Executive's Service

Preliminaries

In the absence of the Chair for the start of the meeting, it was **AGREED** that Mr J Finlayson would Chair the Sub-Committee for items 1 to 4(i). Mr A Mackinnon Chaired the meeting for the remainder of the meeting.

1. Apologies for Absence

Apologies for absence were intimated on behalf of Mr M Reiss and Mr A Baxter.

2. Declarations of Interest

There were no declarations of interest.

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 Employment Release

There had been circulated to Members only:-

- i. Employment Release applications from the Care and Learning Service;
- ii. Employment Release applications from Community Services;
- iii. a copy of the Employment Release Scheme; and
- iv. an explanatory note of the calculations involved in determining the financial

implications of applications for employment release.

4i Care and Learning Service Applications

Following consideration, the Sub-Committee **AGREED** that the undernoted applications be granted Employment Release on the following grounds: Criteria 1- on the grounds of redundancy; Criteria 2 (ii) to avoid redundancy of another employee, Criteria 2 (iv) – to effect financial savings.

<u>Payroll Reference No.</u>	<u>Leaving Date</u>	<u>Criteria</u>
38008841	30/10/18	Categories 2 (ii) and 2 (iv) of the Employment Release Scheme
38010492	30/10/18	Categories 1 and 2(iv) of the Employment Release Scheme

4ii Community Services Applications

The applications related to employees affected by the public convenience rationalisation review. Details were provided of the review which was due to conclude at the end of October, 2018. A report on the outcome of the review was due to be considered by the Highland Council at its meeting on 25 October, 2018. However, in order to give employees appropriate statutory notice of redundancy, the Sub Committee were invited to approve applications now in principle, subject to Highland Council approval of the review recommendations. Efforts would continue to be made to redeploy staff at risk of redundancy.

In discussion, it was noted that the financial information relating to savings for seasonal staff were incorrect, as the savings had been calculated on a full year basis.

Therefore, the Sub-Committee **AGREED** that the applications for Community Services be amended to show the correct savings figures and that a further meeting of the Sub Committee to reconsider the applications be arranged for the following week.

The meeting ended at 11.00 a.m.