



Human Resources Committee

Date Friday 9 March 2018
Time 10.00 am
Venue Committee Room 2, County Hall, Durham

Business

Part A

1. Apologies for Absence
2. Substitute Members
3. Declarations of Interest (if any)
4. The Minutes of the Meeting held on 9 February 2018 (Pages 3 - 4)
5. Such other business as, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration
6. Any resolution relating to the exclusion of the public during the discussion of items containing exempt information

Part B

Items during which it is considered the meeting will not be open to the public (consideration of exempt or confidential information)

7. Applications for Early Retirement and/or Voluntary Redundancy for Council Employees (Pages 5 - 14)
8. Such other business as, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration

Helen Lynch
Head of Legal and Democratic Services

County Hall
Durham
1 March 2018

To: **The Members of the Human Resources Committee**

Councillor S Iveson (Chair)
Councillor J Clark (Vice-Chair)

Councillors J Atkinson, J Carr, M Davinson, J Grant, N Grayson,
T Henderson, D Hicks, A Hopgood, S Hugill, L Kennedy, H Liddle,
S McDonnell, S Morrison, R Ormerod, J Robinson, J Shuttleworth,
A Surtees, M Wilkes and M Wilson

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DURHAM COUNTY COUNCIL

At a Meeting of **Human Resources Committee** held in Committee Room 2, County Hall, Durham on **Friday 9 February 2018 at 10.00 am**

Present:

Councillor S Iveson (Chair)

Members of the Committee:

Councillors J Clark (Vice-Chair), J Atkinson, M Davinson, T Henderson, D Hicks, A Hopgood, S Hugill, L Kennedy, S Morrison, J Shuttleworth and A Surtees

Also Present:

J Kemp – HR Manager
N Orton – Pensions Manager
J Walt – HR Business Lead

1 Apologies for Absence

Apologies for absence were received from Councillors J Grant, N Grayson, H Liddle, S McDonnell, R Ormerod, J Robinson, M Wilkes and M Wilson.

2 Substitute Members

There were no substitute members.

3 Declarations of Interest

There were no declarations of interest.

4 Minutes

The Minutes of the meeting held on 12 January 2018 were agreed as a correct record and were signed by the Chair.

5 Health and Safety Update

The Committee received a presentation from the Occupational Health and Safety Manager that provided an update on the Health and Safety Service (for copy see file of Minutes).

The presentation highlighted the following points:-

- Headlines for Quarter 3
- Public Safety Review Group – Fire Safety
- Open Water Safety
- Employee Mental Health and Wellbeing
- Violence and Aggression Risks

Councillor Surtees welcomed the work being carried out in schools in coastal areas to raise awareness about open water safety and asked if parents would receive information about the risks. The Officer advised that social media was a useful tool but would welcome any suggestions. Members were assured that work would continue in inland areas.

The Committee was provided with an update on work being undertaken with the Police with regard to the Council's policy for dealing with incidents of violence and aggression. Guidance had been issued to members about basic safety and reporting procedures, and the intranet provided advice and information, together with the Potentially Violent Persons Register which was currently being reviewed.

Resolved:

That the information given be noted.

6 Exclusion of the Public

Resolved:

That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A of the Act.

7 Applications for Early Retirement and/or Voluntary Redundancy for Council Employees

The Committee considered a joint report of the Corporate Directors of Adult and Health Services and the Human Resources Manager regarding applications for Early Retirement and Voluntary Redundancy for Council employees (for copy see file of Minutes).

Following a query from Councillor Davinson the Pensions Manager confirmed that an amendment was required to the financial details of one of the Team Leader posts in paragraphs 2 – 5 in the report.

Resolved:

That the applications for Early Retirement and Voluntary Redundancy be noted and agreed with effect from the dates specified in the report.

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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