

PANNETT PARK | WHITBY | YO21 1RE
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Dear Councillor,

19 November 2020

You are requested to attend a meeting of the **HUMAN RESOURCES COMMITTEE** to be conducted on-line, via Zoom¹, on **Tuesday 24 November 2020 at 4:30pm**, the agenda for which is set out below.



Michael King
Town Clerk

To: Cllrs Mrs N Wilson, Mrs H Coughlan, R Dalrymple,
G Jackson, T Jennison, L Wild and C Winspear

NOTICE OF MEETING – Public notice of the meeting is given in accordance with schedule 12, paragraph 10(2) of the Local Government Act 1972.

AGENDA

1. APOLOGIES FOR ABSENCE

To receive and resolve upon apologies for inability to attend.

2. DECLARATION OF INTERESTS AND REQUESTS FOR DISPENSATION

To declare any interests which members have in the following agenda items.

3. PUBLIC PARTICIPATION

Standing Orders will be suspended for up to 15 minutes to allow for questions or statements about business items on the agenda, submitted by members of the public (limited to 3 mins per person).

4. MINUTES

To approve as an accurate record the minutes of the Human Resources Committee Meeting held on 17 December 2019 (attached)

¹ Link to join Zoom Meeting:

<https://us02web.zoom.us/j/81270813306?pwd=TDk5S3BGdXNneVNHMUErVi9NUT09>
Meeting ID: 812 7081 3306 Passcode: 787115

One tap mobile +442039017895,,81270813306#,,,,,0#,,787115# United Kingdom
Dial by your location +44 203 901 7895 United Kingdom

5. INFORMATION FOR SCHEME EMPLOYERS AFFECTED BY THE 95k EXIT CAP

The Local Government Association has published an information note for employers on the exit cap (http://lgpslibrary.org/assets/gas/ew/ExitCap_Erv1.0.pdf). The document sets out a process for employers to follow from 4 November 2020 for redundancy and efficiency exits, where the employee is a member of the LGPS and aged 55 or over. (To note)

6. 2021-22 BUDGET BIDS

Opportunity for members to highlight areas of potential growth or new projects for consideration by the council in preparation of the 2021-22 revenue budget. Areas for consideration will be referred to the meeting of the Finance Policy and General Purposes Committee meeting on 15 December.

7. EXCLUSION OF PRESS AND PUBLIC (IN RESPECT OF ITEM 7, BELOW)

To consider a motion – That, under the provisions of the Public Bodies (Admission to Meetings) Act 1960 §1(2), the press and public be excluded from the meeting during consideration of the matter referred to at item 7 below, due to the confidential nature of the business to be transacted.

8. STAFFING

To consider confirmation of the conclusion of the probationary period set out in the contract of the Town Clerk. Relevant dates are:
Start of employment – Monday 30 March 2020
Six months elapsed – Tuesday 29 September 2020

WHITBY TOWN COUNCIL

Minutes of Minutes of the meeting of the Human Resources Committee held in the Normanby Room, Pannett Park, Whitby on Wednesday 17th December 2019 at 5.30 p.m.

PRESENT: Councillors Mrs N Wilson (Chairman), Mrs H Coughlan, R Dalrymple, G Jackson, and C Winspear.

ALSO PRESENT: Mrs P Dobson, Town Clerk,

NOTICE OF MEETING – Public Notice of the Meeting has been given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972.

HR505/19 APOLOGIES

Apologies were received from Councillor Mrs L Wild

HR506/19 DECLARATION(S) OF INTEREST & REQUESTS FOR DISPENSATION

There were no declarations of interest.

HR507/19 PUBLIC PARTICIPATION

There were no members of the public present.

HR508/19 MINUTES

Proposed by Councillor C Winspear, seconded by Councillor R Dalrymple and unanimously **RESOLVED:** That the Minutes for the Human Resources Committee held 20th November 2019 having been circulated are taken as read confirmed as a correct record and signed by the Chairman.

HR509/19 EXCLUSION OF PRESS AND PUBLIC

Proposed by Councillor G Jackson, seconded by Councillor C Winspear and unanimously **RESOLVED:** 'That in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw.

HR510/19 RESIGNATION OF PART TIME FACILITIES TEAM MEMBER

The Clerk reported that a long-standing member of the Facilities Team who had previously taken flexible retirement had resigned with effect from December 2019.

Proposed by Councillor C Winspear, seconded by Councillor G Jackson and unanimously **RESOLVED:** That a letter of thanks and appreciation for the last 26 years' service is sent.

HR511/19 TOWN CLERK DESIGNATE

Members considered the starting salary, terms and conditions and probationary period for the Town Clerk Designate. An addition to item 13 of the draft contract that the Council reserves the right to terminate employment if Cilca has not been achieved within 2 years.

Proposed by Councillor R Dalrymple, seconded by Councillor G Jackson and unanimously **RESOLVED:** That the amended draft contract is approved with a starting salary based upon SCP 46, a probationary period of 6 months and that continuous service is recognised.

HR512/19 NORTH YORKSHIRE PENSION FUND

Members considered the report on triennial valuation of pension fund and impact on future budgets. It was noted that the previous deficit amount will no longer be applied from April, with the employer's percentage contribution being increased. However, this will not increase the required budget for 2020/21.

Proposed by Councillor Mrs H Coughlan, seconded by Councillor G Jackson and unanimously **RESOLVED:** That the information is received.