

## **PERSONNEL PANEL**

### **MINUTES OF MEETING HELD ON 18 NOVEMBER 2013**

Present: Councillors Paul Whalley (Chairman); Stephen Haraldsen; Keith Hitchen; Lena Hogg; Michael McVeigh; Alistair Norwood; Jack Park; Dave Smith

Apologies for absence were received from Councillors Margarita Docherty and Felicity Wilson

Officers: Darienne Law, Head of Corporate Resources; Anne Treble, Project Accountant; Denise James, Member Services Officer

#### **PER 01 Minutes**

**RESOLVED** – That the minutes of the meetings held on 17 January 2013 be signed by the Chairman as a correct record.

#### **PER 02 Review of Human Resource Policies**

Consideration was given to a report setting out proposed revisions to the Council's Smoke Free Policy and Adverse Weather Conditions and Social Networking Guidance following negotiations.

**RESOLVED** – That a) the amendments to the Smoke Free Policy be recommended to the Executive for approval; and  
b) taking on board comments and changes made by members the introduction of the Guidance notes (Adverse Weather and Social Networking) be noted and approved for implementation.

#### **PER 03 Pension Scheme – Automatic Enrolment**

To consider the impact of automatic enrolment into a workplace pension legislation, (auto enrol). It was noted that once the results of the local government triennial pension scheme review (LGPS) are known, later in the month (November), a paper on the financial impact of this will be prepared for Executive and an update of the implications of auto enrol, based on those figures will be included.

#### **RESOLVED – That**

- a) the Executive be recommended to agree to option 2 – deferment in auto enrol date until October 2017;
- b) the Executive be recommended to approve the use of £2k in the current year and each year thereafter to fund software option/upgrades to the payroll system, which are necessary, as a result of auto enrol obligations placed on the authority;
- c) it be noted that the contribution rate required to be paid by the authority is subject to change; and

d) the summary of obligations at Appendix A of the report be noted.

The meeting closed at 5.00pm

Chairman .....

Date .....