



# Minutes

## Executive Committee

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Date: 12 August 2019

Time: 10.30 am

Venue: Fire and Rescue Headquarters, Birkenshaw

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Present: Councillor D O'Donovan (in the chair), T Austin, R Downes, R Grahame, P Harrand and S Tulley (as substitute for Councillor A Tait).

In Attendance: None

Apologies: Councillors J Sunderland and A Tait

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### **6 Minutes of the last meeting**

#### **RESOLVED**

That the Minutes of the last meeting held on 15 July 2019 be signed by the Chair as a correct record.

### **7 Urgent items**

None.

### **8 Admission of the public**

#### **RESOLVED**

That the public and press be excluded from the meeting during consideration of the item of business specified below as it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during this item, there would be disclosure to them of exempt information of the description specified.

AGENDA ITEM NO.	TITLE OF REPORT	MINUTE NUMBER	Description of exempt information by reference to the paragraph number in Schedule 12a of the Local Government Act 1972
E6	Chief Employment Services Officer – application for flexible retirement	11	Paragraph 1 – relating to an individual

## 9 Declarations of interest

There were no declarations of disclosable pecuniary interest made in any matter under consideration at the meeting.

## 10 Human Resources (HR) and rostering systems – additional capital funding

The Chief Employment Services Officer submitted a report which sought approval for additional capital funding to fully implement the Gartan and Access (HR and rostering) systems.

Members were advised that, following a competitive procurement process, implementation of Access and Gartan began in July 2018 to replace the existing SAP HR system which was no longer fit for purpose.

It had since become apparent that, to ensure the successful completion of the introduction of the two systems, additional capital funding would be required. The budget previously approved and included in the capital plan was £200k - £137,750 of which had already been drawn down. Detail of the elements which required additional funding were included in the report now submitted.

It was reported that, in addition to the remaining £62,250 from the original budget, an additional capital allocation was required in the sum of £87,750. This would increase the total capital plan 2019 – 20 to £7,469k and ongoing revenue savings were anticipated totalling £168k.

The additional posts that had been created to assist with the implementation of the new systems were temporary contracts and Members were advised that that the assumption was that these posts would be deleted from the establishment once Gartan and Access had been fully implemented.

### RESOLVED

That additional capital funding of £87,750 be approved to ensure the successful implementation of the Gartan and Access systems.

## **11 Chief Employment Services Officer – application for flexible retirement**

(This item was considered exempt information under Schedule 12A (1) of the Local Government Act 1972 – relating to an individual)

Members considered a report of the Chief Executive and Chief Fire Officer which sought approval for an application for flexi-retirement from the Chief Employment Services Officer to reduce his working hours to 29.6 per week on an annualised hours contract with effect from 1 October 2019.

It was reported that the proposals would produce a net saving to the Authority of £13,733.

### **RESOLVED**

That approval be given to the application for flexi-retirement on a 29.6 hours per week annualised hours contract basis for the Chief Employment Services Officer with effect from 1 October 2019.

Chair