



## Employment and Appeals Committee Minutes

The minutes of the Employment and Appeals Committee meeting of Wyre Borough Council held on Monday, 11 July 2016 at the Committee Room 2, Civic Centre, Poulton-Le-Fylde.

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### Employment and Appeals Committee members present:

Councillor Rita Amos  
Councillor Barry Birch  
Councillor Ruth Duffy

Councillor Julie Robinson  
Councillor Ann Turner  
Councillor Val Wilson

### Apologies:

Councillors Simon Bridge, Ian Duffy, and Graham Holden

### Other councillors present:

Councillor Ian Amos

### Officers present:

Mai Owen (Human Resources Advisor)  
Duncan Jowitt (Democratic Services Officer)

No members of the public attended the meeting.

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### 1 Election of Chairman and Vice Chairman

The committee elected Councillor Turner to be Chairman and Councillor Robinson was elected Vice-Chairman.

### 2 Declarations of interest

None.

### 3 Confirmation of Minutes

The committee confirmed the minutes of the meeting held on 14 March 2016 as a correct record.

#### **4 Policy Review**

The Head of Business Support submitted a report presenting one new policy and five of the council's existing Human Resources Policies that had been reviewed and updated.

The Human Resources Advisor explained the logic behind the introduction of a separate policy for flexible retirement, detailed the revisions that had been made to the existing policies and clarified the reasons for the changes.

The committee asked a number of questions about the arrangements surrounding the new Flexible Retirement Policy and sought further advice about the amendments proposed to existing policies to which the Human Resources Advisor provided a full and erudite response.

**Resolved** that the new Flexible Retirement Policy and revisions to the following Human Resources Policies be approved

- Retirement Policy and Procedure
- Social Media and Employment Policy
- Driving at Work Policy
- Disciplinary Policy and Procedure "Protected Officers"
- Employee Code of Conduct

#### **5 Date and time of next meeting**

6pm on Monday 14 November 2016

The meeting started at 6.00 pm and finished at 6.23 pm.

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