

**ADMINISTRATION COMMITTEE**

**12<sup>TH</sup> JULY 2012 at 6.00 p.m.**

**PRESENT:** Councillor Hopkins (Vice Chair in the Chair);  
Councillors N. Ayub, Burnett, Cato and Chapman.

**26 APOLOGIES FOR ABSENCE (REF: 1)**

Apologies for absence from the meeting were received on behalf of Councillors Lewis and Stewart MBE.

**27 DISCLOSURE OF INTERESTS**

The Head of Human Resources and Monitoring Officer and the HR Business Manager declared personal interests in relation to agenda item 7.

**28 LOCAL GOVERNMENT ACT 1972, PART VA (REF: 10)**

**Resolved:** That, under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting as it was likely that if members of the public were present during the item of business to be considered, there would be disclosure to them of exempt information falling within the paragraphs of Schedule 12A to the Local Government Act 1972, indicated beneath each of the following items

**29 REVIEW OF RECRUITMENT AND RETENTION ALLOWANCE PAYMENTS 2012-2013 (REF: 7)**

The Director Commercial and Transformation gave a brief summary for the rationale behind recruitment and retention allowances and presented the appendices.

Members raised questions and queries to which Officers responded.

The Chair advised the Committee to agree the proposals outlined in Appendix A (i) and Appendix A (xii) where the business cases supported payments.

The Officer suggested the Committee approve those with strong business cases and request more information on the others.

**Resolved:** (i) That the Committee approve in principle the following Appendices to the report of the Director Commercial and Transformation (Ref: 7):

- Appendix A (i)

- Appendix A (ii)
- Appendix A (iii)
- Appendix A (vi)
- Appendix A (vii)
- Appendix A (viii)
- Appendix A (ix)
- Appendix A (xii)
- Appendix A (xiii)
- Appendix A
- Appendix (xv)

(ii) That a further meeting of the Committee be arranged for the 1<sup>st</sup> August 2012, to receive more information on the following Appendices to the report of the Director Commercial and Transformation (Ref: 7) and the relevant Head of Service be in attendance:

- Appendix A (xiv)
- Appendix A (iv)
- Appendix A (x)

(iii) That the information to be submitted to the meeting on 1<sup>st</sup> August 2012 include what the turnover would be in the particular areas and comparative posts matched with neighbouring authorities recruitment figures.

**[Notes: (i) The Head of HR and Monitoring and the HR Business Manager declared a personal interest in the above item and left the meeting for discussions to take place regarding Appendix A(xv) and Appendix A.**

**(ii) That agenda items 8 (Equality in Employment Procedure) and 9 (Procedure for the Handling of Compassionate and Special Leave) be submitted to the 5<sup>th</sup> September 2012 meeting.**

**(iii) The meeting ended at 7.45 p.m.]**