

**POLICY AND RESOURCES EXECUTIVE SUB-COMMITTEE - 15 SEPTEMBER 2008**

---

**Policy and Resources Executive Sub-Committee**

**Monday 15 September 2008 at 3 pm**

**Present:** Councillors Blair, Brooks, Moran (for Clocherty), McCabe, McKenzie and Wilson.

**Chair:** Councillor McCabe presided.

**In attendance:** Chief Executive, Corporate Director Education & Social Care, Corporate Director Environment & Community Protection, Corporate Director Improvement & Performance, Head of Corporate Communications & Public Affairs, Mr F Jarvie (for Head of Legal & Administration) and Head of Organisational Development & Human Resources.

**Apologies:** Councillor Clocherty.

**The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Sub-Committee.**

**It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended, that the public and press be excluded from the meeting during consideration of the following item on the grounds that the business involved the likely disclosure of exempt information as defined in paragraph 1 of Part I of Schedule 7(A) of the Act.**

**619 Voluntary Severance**

**619**

There was submitted a report by the Head of Organisational Development & Human Resources requesting the Sub-Committee to agree that all Administrative and Clerical employees up to and including Grade G be asked their views on the option of voluntary severance.

**Decided:**

- (1) that all Administrative and Clerical employees up to and including Grade G be asked by Organisational Development & Human Resources if they would wish to be considered for voluntary severance;
- (2) that where employees are identified for release under the Council's voluntary severance scheme as part of the current budget process, proposals in this regard be submitted to a future meeting of the Executive Sub-Committee or to the Policy & Resources Committee if the timescale is appropriate;
- (3) that where Administrative and Clerical posts are to be filled, this be on a temporary basis for a period of up to 23 months, in conformity with the guidelines set out in Appendix 1 to the report;
- (4) that a review of the current voluntary severance scheme, including the added service provision currently awarded to employees, be reviewed and that a report thereon be submitted to a future meeting of the Policy & Resources Committee; and
- (5) that further reports in respect of the voluntary severance exercise be submitted to future meetings of the Executive Sub-Committee as required.