

# Public Document Pack

## EMERGENCY NON EXECUTIVE DECISION

(In accordance with Part 3 of the Councils Constitution 3. (B 1) (1.1) Scheme of Delegation to Officers specific delegation to the Chief Executive.

### South Lakeland District Council EMERGENCY NON – EXECUTIVE DECISION REPORT Flexible Retirement Request – HRFR04-2020

Date: 02/09/2020	Reference: 015 - HRFR04 - 2020
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#### Reason for emergency

When a cost is associated with a flexible retirement request the authority to approve the request is held by the Human Resources Committee.

The Council currently has no meetings scheduled for the Human Resources Committee due to Covid 19 until November 2020 and so we require an emergency decision to be taken in regards to a flexible retirement request which has a cost. This will enable alternative cover of the hours to be arranged by the time the flexible retirement becomes effective.

#### TYPE OF DECISION

Non-executive decision	
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**Portfolio:** Cllr Philip Dixon, Customer and Commercial Services and People Portfolio Holder  
**Report from:** Simon Rowley, Director of Customer and Commercial Services  
**Report Author:** Vicky McDonald – Operational Lead Case Management  
**Wards:** N/A

#### **1.0 Expected Outcome**

1.1 That flexible retirement is agreed in respect of Case Ref. HRFR04-2020 enabling the postholder to access their pension in line with the flexible retirement policy.

#### **2.0 Decision**

##### **2.1 It is recommended that:-**

**2.1.1 the Chief Executive approves the request for flexible retirement in respect of Case Ref.HRFR04-2020 under exceptional circumstances under the Flexible Retirement policy; and**

**2.1.2 the Chief Executive delegates to the Director of Customer and Commercial Services the authority to agree the date the flexible retirement should commence.**

### 3.0 Background and Proposals

3.1 Details in relation to a request for flexile retirement, Case Ref. HRFR04-2020, were included within a Part II report.

*Note – In accordance with Section 100B(2) of the Local Government Act 1972, copies of the Part II report are excluded from inspection by members of the public as the report contains information as described in Schedule 12A of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006, as follows:-*

*- Information relating to any individual. (Paragraph 1)*

### 4.0 Consultation

4.1 N/A

### 5.0 Alternative Options

5.1 N/A

### 6.0 Links to Council Priorities

6.1 N/A

### 7.0 Implications

#### Financial, Resources and Procurement

7.1 The total cost to the authority would be £452.19. This cost could be met from existing budget provision.

#### Human Resources

7.2 The Flexible Retirement request is in line with the Council's Flexible Retirement Policy

#### Legal

7.3 There are no legal implications.

#### Health, Social, Economic and Environmental

7.4 A sustainability impact assessment has not been carried out.

7.5 This report does not have any significant environmental effects.

#### Equality and Diversity

7.6 An equality and diversity impact assessment has not been carried out as there is an approved Human Resource policy that deals with Flexible Retirement requests

#### Risk

Risk	Consequence	Controls required
Included within Part II Report		

#### Contact Officers

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Vicky McDonald, Operational Lead Case Management, [Vicky.mcdonald@southlakeland.gov.uk](mailto:Vicky.mcdonald@southlakeland.gov.uk)

#### Background Documents Available

N/A

## Tracking Information

Signed off by	Date sent	Date Signed off
Legal Services	19/8/20	19/8/2020
Section 151 Officer	19/8/20	
Monitoring Officer	19/8/20	19/8/2020
CMT	19/8/20	19/8/2020

Approved by:	Signature and Date
Chief Executive	02/09/20
In consultation with	
The Portfolio Holder	24/08/20
The Chairman of the Human Resources Committee	21/08/20

NB: If this is a decision that involves expenditure outside the Council's Budget and Policy Framework any expenditure must be reported to Full Council at the earliest opportunity.

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