

EXMOOR NATIONAL PARK AUTHORITY

RESOURCES COMMITTEE – 2 MARCH 2004

PERSONNEL UPDATE

Report of Head of Business Management

Purpose of Report:

To up date members on personnel matters.
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The Committee is recommended to:-

- i) NOTE the changes to personnel that have occurred
 - ii) CONSIDER whether to recommend to the Authority that Members adopt the same policy as staff on the end of mobile phones whilst on Authority business.
 - iii) NOTE the change in policy relating to the costs associated with early retirement requiring up front payment.
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1. PERSONNEL CHANGES

1.1 Since the Resources Committee on 18 November 2003 the following changes have occurred:

<i>Arrivals:</i>	Susan Myrick	Planning Assistant	12.01.04
	Alan Martingell	Coleridge Way Project Officer	12.01.04

<i>Departures:</i>	Juliet Sensicle	Visitor Centre Assistant (Lynmouth)	3.10.03
	Ralph Collard	Field Services Manager	30.11.03
	Jenny Hoyle	Local Plan Officer	31.01.04

2. POLICY ON THE USE OF MOBILE PHONES

2.1 Given the recent changes in the law on the use of mobile phones in vehicles the following policy has been agreed for staff.

“Exmoor National Park Authority requires that drivers of vehicles (both National Park Authority vehicles and officers’ private vehicles) being used in connection with this Authority’s business do not use any mobile phone equipment to make or receive calls unless the vehicle is parked safely.”

The Authority’s policy is that:-

- *Mobile phones, including those with hands free kits, are not to be used to make or receive calls whilst the vehicle is in motion.*
- *While it is not essential to turn off the mobile phone you must rely on the messaging facility to deal with any calls or use the call forwarding option.*

- *Messages must only be dealt with when it is safe to do so, i.e. at the end of the journey or when you have parked safely and turned off the engine.*
- *Dialling numbers manually whilst moving must never be attempted.”*

2.2 In the circumstances the Committee may wish to recommend to the Authority that Members should also follow the policy whilst on Authority business.

3. SOMERSET COUNTY COUNCIL PENSION FUND

3.1 At the last meeting of the Committee members were asked for their views on possible changes to the policy relating to the costs associated with early retirement and a response was agreed.

3.2 Following the consultation exercise the policy has been amended to require all employers within the Somerset County Council Pension Fund to meet the costs of early retirement up front. The new policy will permit all employers to meet these costs in up to three annual instalments if required, although in recognition of the hardship this may give for the schemes' smallest employers this may be extended up to five years with the prior approval of the Corporate Director (Treasury). This change in policy comes into immediate effect, but the County Council will continue to operate the former arrangements for any cases where early retirement has already been agreed or will have been agreed by 31 March 2004 as long as retirement is before 31 March 2005.

3.3 Members will note that this policy is consistent with the views the Committee expressed at the last meeting which were forwarded to the County Council. In fact the policy goes further by allowing, in exceptional circumstances, for the costs to be spread over 5 years with prior approval.

Charles Burrows
Head of Business Management
19 February 2004