

AGENDA ITEM NO:

DERBYSHIRE COUNTY COUNCIL

**CABINET MEMBER MEETING
FOR COUNCIL SERVICES**

14 December 2015

Report of the Strategic Director of Corporate Resources

LONG SERVICE AWARDS

1. Purpose of the Report

To seek approval for a series of presentation evenings to recognise those employees of the Council who have been employed continuously for 25 years and 40 years.

2. Information and Analysis

Long service awards, including presentation evenings have been held since 1994 to recognise employees of the Council who have attained 25 years' and 40 years' continuous service. Award ceremonies were last held in October/November 2015 for employees who achieved the relevant long service up to 31 December 2015.

It is now proposed that awards ceremonies are arranged for those employees who have achieved 25 and 40 years' service up to 31 December 2016. There are approximately 219 employees, including teachers, who are currently eligible to receive an award for 25 years' service and approximately 44 employees eligible for 40 years' service. It is proposed to maintain the commitment made to these employees. **(Appendix 1).**

However, it is intended to further review the long service awards prior to December 2016.

The recipients are invited to attend one of a series of presentation evenings during the Autumn of 2016. It is estimated that events will be required to accommodate the employees who would like to attend the ceremonies. Based on the experience of previous years' events, it is anticipated that 60% of the eligible employees will attend the events.

The format of the evenings will be the same as those that took place in Autumn 2015. The ceremonies will be held in the Members' Room at

County Hall, Matlock and it is proposed that the recipients be offered recognition in the form of gift vouchers. Employees unable to attend the formal presentation evening would be offered an alternative presentation in the workplace.

3. Financial Considerations

In line with the arrangements applied in 2015, whilst appreciating the importance of recognising employees' long service, the costs have been reviewed and the arrangements are designed to keep costs to a minimum.

The estimated cost of the long service awards for the period 1 January 2016 to 31 December 2016 is £48,680 which would be met from existing departmental budgets. This includes costs for:-

- Food for recipients and one guest (hot buffet).
- Gift vouchers of £100 for 25 years' continuous service and £250 for 40 years' continuous service.
- A framed long service certificate for each recipient.

Where an employee is the responsibility of a school's governing body, the costs of the award will fall on the relevant school's delegated budget. If all schools opt to continue with the award the cost to schools' budgets would be £14,850.

HM Revenue and Customs have outlined the criteria which must be met by the Authority to prevent any tax or National Insurance implications by awarding employees gift vouchers.

4. Legal Considerations

The Director of Legal Services has advised that the proposals comply with the Equality Act 2010 since they encourage and reward loyalty.

5. Other Considerations

In preparing this report the relevance of the following factors has been considered – prevention of crime and disorder, equality and diversity, human resources, environmental, health, property and transport considerations.

6. Key Decision

No.

7. Is it necessary to waive the call-in period?

No.

8. OFFICER'S RECOMMENDATION

That the Cabinet Member approves:-

- A series of presentation evenings as detailed in the report up to 31 December 2016.
- A further review of Long Service Awards for 2017.

**JUDITH GREENHALGH
STRATEGIC DIRECTOR OF CORPORATE RESOURCES**

Employees who qualify for Long Service Awards**25 Years' Service**

Department	Year 2016
Adult Care	40
Children's Services	50
Corporate Resources	25
Economy Transport & Environment	13
Health & Communities	4
TOTAL	132

40 Years' Service

Department	Year 2016
Adult Care	4
Children's Services	7
Corporate Resources	12
Economy Transport & Environment	12
Health & Community	6
TOTAL	41

Derbyshire County Council employees who qualify between 2016-2020

Year	25 Years	40 Years
2016	132	41
2017	148	24
2018	138	60
2019	179	61
2020	137	61
Total	734	247

Schools employees who qualify between 2016 - 2020

Year	25 Years	40 Years
2016	87	3
2017	107	4
2018	135	11
2019	176	20
2020	155	15
Total	660	53

Above data has been extracted from BW November 2015

**** Please note that the above figures are the numbers of staff who qualify for Long Service Awards. These figures do not take into account any turnover that may occur.**