



Notice of a public meeting of

Staffing Matters & Urgency Committee

- To:** Councillors Alexander (Chair), Aspden, Boyce, Fraser and Steward
- Date:** Monday, 23 June 2014
- Time:** 1.00 pm
- Venue:** The Thornton Room - Ground Floor, West Offices (G039)

AGENDA

1. Declarations of Interest

At this point in the meeting, Members are asked to declare:

- any personal interests not included on the Register of Interests
- any prejudicial interests or
- any disclosable pecuniary interests

which they may have in respect of business on this agenda.

2. Exclusion of Press and Public

To consider the exclusion of the press and public from the meeting during consideration of the following:

Annexes to Agenda Item 6 (Redundancy) on the grounds that they contain information relating to individuals and the financial affairs of particular persons. This information is classed as exempt under paragraphs 1, 2 and 3 of Schedule 12A to Section 100A of the Local Government Act 1972 (as revised by The Local Government (Access to Information) (Variation) Order 2006).

3. Minutes (Pages 1 - 4)

To approve and sign the minutes of the last meeting of the Staffing Matters & Urgency Committee held on 27 May 2014.

4. Public Participation

At this point in the meeting members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Committee's remit can do so. The deadline for registering is **5.00 pm on Friday 20 June 2014**.

Residents are welcome to photograph, film or record Councillors and Officers at all meetings open to the press and public. This includes the use of social media reporting, i.e. tweeting. Anyone wishing to film, record or take photos at any public meeting should contact the Democracy Officer (whose contact details are at the foot of this agenda) in advance of the meeting.

The Council's protocol on Webcasting, Filming & Recording of Meetings ensures that these practices are carried out in a manner both respectful to the conduct of the meeting and all those present. It can be viewed at

http://www.york.gov.uk/downloads/download/3130/protocol_for_webcasting_filming_and_recording_of_council_meetings

5. Appointments to Committees and Outside Bodies (Pages 5 - 10)

At the Annual Council meeting on 20 May 2014, appointments were made to Committees, outside and partnership bodies together with appointments to Chairs and Vice-Chairs for the 2014/15 municipal year. Since that time, appointments have been requested to some new bodies together with changes to some existing appointments.

6. Redundancy (Pages 11 - 12)

This report advises the Staffing Matters and Urgency Committee of the expenditure associated with the proposed dismissal of a number of employees on the grounds of redundancy.

7. Urgent Business

Any other business which the Chair considers urgent under the Local Government Act 1972.

Democracy Officer:

Name: Judith Betts

Contact details:

- Telephone – (01904) 551078
- E-mail – judith.betts@york.gov.uk

For more information about any of the following please contact the Democratic Services Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports and
- For receiving reports in other formats

Contact details are set out above.

This information can be provided in your own language.

我們也用您們的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (بولی) میں بھی مہیا کی جاسکتی ہیں۔ (Urdu)

 **(01904) 551550**

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City of York Council

Committee Minutes

Meeting	Staffing Matters & Urgency Committee
Date	27 May 2014
Present	Councillors Alexander (Chair), Aspden, Boyce, Fraser, Steward and Simpson-Laing (Substitute for Councillor Boyce)
Apologies	Councillor Boyce
In Attendance	Councillor Watson

1. Declarations of Interest

At this point in the meeting, Members were asked to declare any personal, prejudicial or disclosable pecuniary interests that they might have had in the business on the agenda.

No interests were declared.

2. Exclusion of Press and Public

Resolved: That the press and public be excluded from the meeting during the consideration of Agenda Item 5 (Pension or Exit Discretions) and Agenda Item 6 (Redundancy) on the grounds they contained information that related to individuals and the financial affairs of particular persons. This information was classed as exempt under Paragraphs 1, 2 and 3 of Schedule 12A to Section 100A of the Local Government Act 1972 (as revised by the Local Government (Access to Information) (Variation) Order 2006).

3. Minutes

Resolved: That the minutes of the last meeting held on 12 May 2014 be approved and signed by the Chair as a correct record.

4. Public Participation

It was reported that there had been no registrations to speak at under the Council's Public Participation Scheme.

5. Pension or Exit Discretions

Members received a report which advised them of the expenditure associated with two cases for pension or exit discretions in accordance with council policy. The business cases were circulated to Members at the meeting as exempt annexes to the report.

Both business cases outlined that the employees wanted to work part time. In one case the employee would reduce their working hours to three days a week from 1 June 2014 and to two days a week from 1 June 2015.

Discussion took place on whether business cases should be circulated to Members in advance of the meeting. Some Members highlighted that consideration of cases involving pension or exit discretions at the meeting were rare and that most others of those presented to the Committee were statutory redundancies and only needed to be noted.

Resolved: That each proposal as detailed in the annexes be agreed.

Reason: In order to provide an overview of expenditure and to consider whether the Council should exercise its discretionary powers to make enhancements.

6. Redundancy

Members received a report which advised them with the expenditure associated with the dismissal of a number of employees on the grounds of redundancy from the period February 2014-April 2014. A confidential annex was circulated to Members which included details of all redundancies.

Some Members commented that there had been an increase in the number of compulsory redundancies during the past few months and requested that in future further analysis should be provided by Officers to Members on how these numbers compared with the previous quarter and the last year. It was also suggested that clarification be given as to which were the redundancies which had been “bumped”.

Resolved: That the expenditure associated with the proposed dismissal of the employees on the grounds of redundancy as detailed in the annex be noted and the additional analysis relating to comparative data and bumped redundancies is provided in future quarterly reports.

Reason: In order to provide an overview of the expenditure and to maintain transparency and scrutiny of the process.

7. Urgent Business

7a) Appointments to Committees and Outside Bodies

Members received a report which asked them to agree to a number of changes to appointments and nominations to Committees and Outside Bodies.

Members agreed to the suggested appointments and nominations set out in the Officer’s report, but also reconfirmed all appointments that had been made at Full Council.

Resolved: (i) That the appointments and nominations to Health Overview and Scrutiny Committee together with minor changes set out in Paragraphs 4 to 8 in the Officer’s report be agreed.

(ii) That all other appointments and nominations approved by Full Council at the Annual Meeting be reconfirmed.

Reason: In order to make appropriate appointments to the Council’s Committees and Outside Bodies for the current municipal year.

Councillor J Alexander, Chair

[The meeting started at 1.00 pm and finished at 1.15 pm].



Staffing Matters and Urgency Committee**23 June 2014**

Report of the Assistant Director, Governance and ICT

Appointments to Committees and Outside Bodies**Summary**

1. At the Annual Council meeting on 20 May 2014, appointments were made to Committees, outside and partnership bodies together with appointments to Chairs and Vice-Chairs for the 2014/15 municipal year. Since that time, appointments have been requested to some new bodies together with changes to some existing appointments.

Background

2. The Council makes appointments at its Annual Meeting, to Committees for the coming year. Staffing & Urgency Committee has authority to deal with any changes or appointments to those Committees and bodies within year. The following changes and additions are now put forward for consideration.

3. **West Yorkshire Combined Authority - Overview and Scrutiny Committee**

Since receiving this Council's nominations for the West Yorkshire Combined Authority and its Committee's the Leaders of the West Yorkshire Authority have agreed that membership of their Overview & Scrutiny Committee should now be allocated on a strictly political balance basis. This has resulted in York's allocation changing from 2 Labour (Cllrs Boyce and Gunnell) and 1 Conservative (Cllr Watt), to 2 Labour (Cllrs Boyce and Gunnell) and 1 Liberal Democrat.

4. **Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) (JHOSC)**

Following the recommendation, due to be made to the July Council meeting, of the appointment of Councillor Wiseman to the Yorkshire and Humber JHOSC by the Council's Health Overview and Scrutiny Committee (HOSC) at their meeting on 23 April 2014, Councillor Wiseman was not reappointed to the HOSC at Annual Council. In light of this Councillor Funnell has been nominated for this

appointment at the HOS Committee's meeting on 28 May 2014 and this will form a revised recommendation to the 17 July Council meeting.

5. **Joint Member Working Group – Joint Mineral and Waste Plan**

A Joint Member Working Group is being set up between the City of York Council, North Yorkshire County Council and the North Yorkshire Moors National Park to provide a co-ordinated approach to the Joint Minerals and Waste Plan. A request has been made to the City of York Council to appoint 2 Members and 2 Substitutes to the Joint Working Group.

6. **Internal Drainage Boards**

(a) **Kyle and Upper Ouse Internal Drainage Board**

Since notifying the Kyle and Upper Ouse Internal Drainage Board of the nominations made to the Board, following Annual Council, we have been informed that one of our nominations, Parish Councillor Celia Rutt, has resigned from both Rawcliffe Parish Council and the Kyle and Upper Ouse Internal Drainage Board. Following the resignation a request has been made to appoint Parish Councillor Mark Waudby as a CYC representative on the Board, in light of his previous experience on the Board.

(b) **Foss 2008 Internal Drainage Board**

Since notifying the Foss Internal Drainage Board of nominations to the Board, following the Annual Meeting, there was an error in listing Parish Councillor Derek Jones rather than Parish Councillor Kate Pace of Earswick Parish Council as one of the Council's representatives on this Board.

7. **Yorkshire Purchasing Holding Company**

Since confirmation of the nomination of Cllrs Horton and Barton as our representatives on the Yorkshire Purchasing Organisation (YPO), for the current municipal year, we have also been asked to confirm our nomination of a Director of the YPO Holding Company as one of the Founder Member Local Authorities.

Councillor David Horton will be put forward as this Council's nomination as a Director of the YPO Holding Company.

8. **Health and Wellbeing Board**

We have been informed that Chris Long, the NHS England representative on the Council's Health and Wellbeing Board, has recently taken a secondment. In order to cover the period of his secondment, his place on the Board will be taken by Matt Neligan, Director of Operations & Delivery, NHS England.

Consultation

9. In accordance with the usual process for gathering nominations to available places, the relevant Groups and individuals have been consulted, as appropriate, and provided with the necessary information.

Options

10. The Committee has the option either to approve or propose alternatives to the nominations proposed in this report.

Council Plan 2011-15

11. Establishing an appropriate decision making and scrutiny structure and appointees to that, contributes to the Council delivering its core priorities set out in the Council Plan, effectively.

Implications

12. There are no known implications in relation to the following in terms of dealing with the specific matters before Members:
- Financial
 - Human Resources (HR)
 - Equalities
 - Crime and Disorder
 - Property
 - Other

Legal Implications

13. The Council is statutorily obliged to make appointments to Committees, Advisory Committees, Sub-Committees and certain other prescribed bodies in accordance with the political balance rules.

Under the Land Drainage Act 1991 in making an appointment to an internal drainage board the Council must have regard to the desirability of appointing a person who—

- (a) has knowledge or experience (including knowledge of the internal drainage district in question or commercial experience) of some matter relevant to the functions of the board; and
- (b) has shown capacity in such a matter.

Risk Management

14. In compliance with the Council's risk management strategy, there are no known risks associated with the recommendations in this report.

Recommendations

15. Staffing Matters and Urgency Committee is asked to consider and agree the following appointments and nominations as set out in paragraphs 3 to 8 above for the remainder of the 2014/15 municipal year:
 - (i) To appoint Councillor Aspden as the Council's Lib/Dem representative on the West Yorkshire Combined Authority Overview and Scrutiny Committee.
 - (ii) To recommend to Council the appointment of Councillor Funnell as York's representative on the Joint Health Overview and Scrutiny Committee for Yorkshire and the Humber.
 - (iii) To appoint Councillors Merrett and Watt as lead members and Councillors Simpson-Laing and Steward as substitutes on the Joint Member Working Group on the Joint Mineral and Waste Plan.
 - (iv) To appoint Parish Councillor Mark Waudby as one of the City of York Council representatives on the Kyle and Upper Ouse Internal Drainage Board following the resignation of Parish Councillor Celia Rutt.
 - (v) To appoint Parish Councillor Kate Pace as one of the City of York Council representatives on the Foss 2008 Drainage Board in place of Parish Councillor Derek Jones.

- (vi) To nominate Councillor Horton as the Council's appointment as Director of the Yorkshire Purchasing Association Holding Company.
- (vii) To appoint Matt Neligan, Director of Operations & Delivery, as the NHS England member of the Health and Wellbeing Board to cover the secondment of Chris Long, Local Area Team Director.

Reason: In order to make appropriate appointments to the Council's Committees and Outside Bodies for the current municipal year.

Author:

Chief Officer Responsible for the report:

Dawn Steel
Head of Civic and Democratic Services
Telephone: 01904 551030

Andy Docherty
Assistant Director, Governance and ICT

Report Approved



Date 12 June 2014

Specialist Implications Officers

Not applicable

Wards Affected: Not applicable

All



For further information please contact the author of the report

Background Papers

None

Annexes

None

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Staffing Matters and Urgency Committee**23rd June 2014**

Report of the Director of Customer and Business Support Services

Redundancy**Summary**

1. This report advises the Staffing Matters and Urgency Committee of the expenditure associated with the proposed dismissal of a number of employees on the grounds of redundancy.

Background

2. The background and detailed case surrounding each proposal are contained in the individual business cases to be circulated at the meeting as annexes to this report.

Consultation

3. All of the proposed redundancies have been subject to consultation in accordance with the Council's statutory obligations.

Options

4. The Committee has the power within the Council's procedures to approve discretionary enhancements to redundancy and/or pension payments. The Committee does not have the power to make lower payments. By law the decisions as to whether or not to make an employee redundant rests with the Chief Executive or Officers nominated by her.

Analysis

5. The analysis of each proposal can be found in the respective business case.

Council Plan

6. Whilst the actions being proposed in the report are not material to the Council Plan they are consistent with the required outcomes of the Workforce Strategy.

Implications

- 7. The implications of each proposal can be found in the respective business case.

Risk Management

- 8. The specific risks associated with each proposal and how they can be mitigated are contained in each business case. In summary, the risks associated with the recommended option are financial, legal, operational and reputational.

Recommendations

- 9. Staffing Matters and Urgency Committee is asked to:
 - 1) Note the expenditure associated with the proposed dismissal of the employees on the grounds of redundancy detailed in the annexes.

Reason: In order to provide an overview of the expenditure.

Contact Details

Author:

Mark Bennett
Head of Business HR
Human Resources
Ext 4518

Chief Officer Responsible for the report:

Ian Floyd
Director of Customer and Business
Support Services

**Report
Approved**

Date 13th June 2014

Specialist Implications Officer(s):

Wards Affected: *List wards or tick box to indicate all*

All

For further information please contact the author of the report

Background Papers:

None

Annexes

Individual Business Cases (to be circulated at the meeting)