

Meeting	Staffing Matters and Urgency Committee
Date	20 May 2024
Present	Councillors Douglas (Chair), Ayre, Lomas, Widdowson, and Webb (Substitute for Councillor Kilbane)
Apologies	Councillor Kilbane
Officers in attendance	Helen Whiting – Head of HR Ian Cunningham – Head of Business Intelligence

33. Declarations of Interest (5:31pm)

At this point in the meeting, Members were asked to declare if they had any personal interests not included on the Register of Interests or any prejudicial or disclosable pecuniary interests that they might have had in the business on the agenda. None were declared.

34. Exclusion of Press and Public (5:32pm)

Resolved:

- That the press and public be excluded from the meeting during the consideration of Annexes A-E to Agenda Item 6 on the grounds that they contained 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).
- That agenda item 6, Redundancy, Retirement and Settlement Agreements be moved to the end of the agenda.

35. Minutes (5:33pm)

Resolved: That the minutes of the Staffing Matters and Urgency Committee meetings held on 21 and 26 March 2024 be approved and then signed by the Chair as a correct record, subject to the following amendment:

- In relation to Minute No.32, Councillors Healey and Waller would replace Councillors Ayre and Widdowson, in order to accurately reflect the attendance and voting record of the meeting.

36. Public Participation (5:33pm)

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

37. Workforce Profile Report (5:33pm)

The Head of HR presented the report and issued a correction to the table of figures below paragraph 4. It was noted that the Resignations for Q4 2024 should have read "25%", and the trend should have read "Decrease", and that the Retirements for Q4 2024 should have read "73%".

In response to questions from members, the Head of HR confirmed that:

- As some agency workers changed to work part-time this could affect the figures shown, but that this would balance over the year.
- CYC could be more representative than currently shown within the figures detailed in Annex 1, but it was not compulsory for employees to disclose this information.

Resolved: That the Committee noted the report and workforce profile provided in Annex 1 of the report.

Reason: In order to provide an overview of the workforce profile.

38. Redundancy, Retirement and Settlement Agreements (5:45pm)

The Head of HR presented the report and the Committee entered into private session for the consideration of Annexes A-E of the report.

Resolved:

- That future Redundancy, Retirement and Settlement Agreements reports would contain overview reports of the number of redundancy, and flexible retirement business cases, rather than full business cases as seen in Annexes A-E.
- That the Committee noted the expenditure associated with each proposal as detailed in Annexes A-E.

Reason: In order to provide an overview of expenditure.

39. Work Plan (5:43pm)

Members considered and confirmed the draft work plan for the municipal year 2023-2024.

It was confirmed that the Committee would receive a further report on the Chief Officer Restructure in the meeting scheduled for 5 June 2024.

Resolved: That the members confirm and accept the committee's draft work plan for the municipal year 2023-2024.

Reason: To ensure the Committee maintains a programme of work for the municipal year 2023-2024.

Cllr Douglas, Chair

[The meeting started at 5.31 pm and finished at 5.54 pm].