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Meeting	Staffing Matters and Urgency Committee
Date	2 October 2023
Present	Councillors Douglas (Chair), Kilbane (Vice-Chair), Ayre and Widdowson
Officers in attendance	Ian Floyd – Chief Operating Officer Helen Whiting – Head of HR and OD Ian Cunningham – Head of Business Intelligence

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## **6. Declarations of Interest (17:31)**

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.

## **7. Exclusion of Press and Public (17:31)**

Resolved: That the press and public be excluded from the meeting during the consideration of annex A 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).

## **8. Minutes (17:33)**

Resolved: That the minutes of the Staffing Matters and Urgency Committee held on 26 June 2023 be approved and then signed by the Chair as a correct record.

## **9. Public Participation (17:33)**

It was reported that there had been one registration to speak at the meeting under the Council's Public participation Scheme.

Gwen Swinburn asked whether the Council was confident it did not have any issues with equal pay claims, which were affecting other local authorities. She requested that more department structures were published and raised concern that middle level roles were being removed, preventing internal progression of staff. She also asked for a report on employment tribunal cases be brought to the Committee. Finally she questioned whether it was fair for the Council to withhold back pay to staff who had since left the authority.

## **10. Workforce Profile Report (17:37)**

Officers introduced the report and confirmed that the quarter one workforce profile data was comparable to 2022/23 figures. It was noted that resignation and then retirement were the main reason given by those leaving the Council and sickness absence figures were slowly reducing over time.

The Committee enquired about the number of placements with Work with York in the figures compared to 2022/23. Officers confirmed that they expected the number of placements with Work with York to be reduced on 2022/23 figures in 2023/24 with a reduction in cost to the Council. Members also asked for greater detail either within a future workforce profile report or separate report to the Committee on the reasons for staff resignations.

Members asked about how the Council was encouraging staff to disclose information around disabilities or ethnicity, to assist in the gathering of accurate information about the workforce, and to therefore, more effectively be able to monitor the Councils performance. Officers confirmed that it was not mandatory for staff to disclose information, but that a staff group had been tasked with reviewing how to encourage the providing of information.

Resolved:

- i. Noted the workforce profile provided.

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

## **11. Redundancy, Pension or Exit Discretion Report (18:07)**

Members considered a report which advised them of expenditure

associated with redundancy, pension or exit discretion. An overview of expenditure was provided in the table at paragraph 5 of the report. There were no costs to the council. Full details were set out in exempt Annexes A to the report.

Resolved:

- i. Noted the expenditure associated with each proposal as detailed in annex A.

Reason: To provide an overview of expenditure.

## **12. Changes and Updates relating to Chief Officer Posts (17:49)**

The Chief Operating Officer introduced the report seeking a temporary additional responsibility allowances for the Chief Finance Officer (section 151 officer) to recognise their work associated with leading the finance workstream and being accountable for the finances for the creation of the Mayoral Combined Authority. He sort approval for a job title change to the role of Assistant Director Education to Chief Education Officer.

Finally he highlighted the recent recruitment campaigns and appointments committee outcomes for the Director of Public Health and confirmed that the Council had been unable to recruit to the Assistant Director of Public Health post.

The Committee enquired as to whether the Council had capacity to cover the Chief Finance Officer working two days in supporting the creation of the Mayoral Combined Authority. The Chief Operating Officer confirmed that he was confident with arrangements that were in place to cover this work. It was also confirmed that the Council was being reimbursed by the Mayoral Combined Authority for the two days work provided by the Chief Finance Officer.

Resolved:

- i. Approved two temporary additional responsibility allowances for the Chief Finance Officer; the first from April 2023 to December 2023 for reasons associated with leading the finance workstream and being accountable for the finances for the creation of the Mayoral Combined Authority as detailed in paragraphs 14 to 20a of the report;

- ii. Approved the temporary additional responsibility allowance from January 2024, for the interim role of Section 73 officer for the Combined Authority which has been approved by the Devolution Joint Committee. This is envisaged to be for approximately 3 months or until the appointment of the permanent Director of Resources is recruited to. Further details are in paragraphs 14 to 20b of the report;
- iii. Approved to change the job title of the current Assistant Director of Education to Chief Education Officer as detailed in paragraphs 21 to 22 in the report;
- iv. Noted the update on the recruitment and appointments panel outcome for the post of Director of Public Health, Assistant Director of Public Health and approve the interim arrangements proposed as detailed in paragraphs 23 to 26 in the report.

Reason: To acknowledge the recruitment process of the Director of Public Health, Assistant Director of Public Health and interim arrangements. Standardise the job title of the Assistant Director of Education to Chief Education Officer. As well as financially acknowledging the responsibilities of the Chief Finance Officers work with the Mayoral Combined Authority.

### **13. Appointment of Corporate Director of Adults and Integration and associated Interim Arrangements (17:58)**

The Chief Operating Officer introduced the report and outlined that the Committee were being asked to give approval to proceed with the permanent recruitment to the post of Corporate Director of Adult Services and Integration ahead of the current post holder vacating the role in December 2023.

The Committee enquired about whether there would be any impact on the senior management restructure by recruiting to the post before this took place. Officers confirmed that the role would remain part of the restructure but did not expect any significant changes to affect the post. Members also asked about the time scale for appointment and it was confirmed that the advertisement for the post would go out in six weeks and officers would expect any appointee to have a 3 month notice period.

Resolved:

- i. Confirmed the pay package for the vacant role to be advertised for the Corporate Director of Adult Social Care and Integration (paragraphs 8 to 10 in the report);

- ii. Approved the establishment of an Appointments Sub-Committee for the role. To delegate sufficient powers to the Sub-Committee enabling them to conduct the recruitment process, select and appoint a candidate, subject to the requirements of the standing orders on appointment (paragraphs 11 to 12 in the report);
- iii. Approved the engagement of the North Yorkshire County Council Resourcing Team to undertake the recruitment and selection process (paragraph 13 in the report);
- iv. Approved the interim appointment of the Director of Adults Safeguarding to cover the role of Corporate Director of Adults and Integration and the statutory role the DASS (paragraphs 14 in the report).

Reason: To allow timely appointment to the vacant post of Corporate Director of Adult Social Care and Integration in line with the council's Constitution and relevant legislation.

#### **14. Work Plan**

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

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 4.30 pm and finished at 5.08 pm].