



Notice of a public meeting of

Staffing Matters and Urgency Committee

- To:** Councillors Aspden (Chair), D'Agorne (Vice-Chair),
Hook and Kilbane
- Date:** Tuesday, 15 February 2022
- Time:** 5.30 pm
- Venue:** The George Hudson Board Room - 1st Floor West
Offices (F045)

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 A, B, C, and D to Agenda Item 9 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 3 - 6)

To approve and sign the minutes of the meeting of the Staffing Matters & Urgency Committee held on 17 January 2022.

4. Public Participation

At this point in the meeting members of the public who have registered to speak can do so. Please note that our registration deadlines have changed to 2 working days before the meeting, in order to facilitate the management of public participation at our meetings. The deadline for registering is 5.00pm on 11 February 2022. Members of the public can speak on agenda items or matters within the remit of the committee.

To register to speak please visit www.york.gov.uk/AttendCouncilMeetings to fill out an online registration form. If you have any questions about the registration form or the meeting please contact the Democracy Officer for the meeting whose details can be found at the foot of the agenda.

Webcasting of Public Meetings

Please note that, subject to available resources, this public meeting will be webcast including any registered public speakers who have given their permission. The public meeting can be viewed on demand at www.york.gov.uk/webcasts. During coronavirus, we've made some changes to how we're running council meetings. See our coronavirus updates (www.york.gov.uk/COVIDDemocracy) for more information on meetings and decisions.

5. Changes to Membership of Committees, Joint Committees administered by other Councils, Regional Local Authority Bodies and Other Bodies (Pages 7 - 10)

This report presented a proposed change to decisions made at the Annual Council meeting on 27 May 2021, relating to appointments to Committees, Sub-Committees and Outside Bodies for the 2021/22 municipal year. The proposed change relates to membership of a Regional Local Authority body.

6. Amendment to the Council's LGPS Discretions Policy to Implement a Shared Cost Additional Voluntary Contribution Scheme (Pages 11 - 16)

This report requests approval for an amendment to the Council's LGPS Discretionary Policy Statement in order to comply with The Local Government Pension Scheme Regulations 2013 (the "LGPS Regulations"), to implement a Shared Cost Additional Voluntary Contribution Scheme (SCAVC) for employees.

7. Work Plan (Pages 17 - 20)

To consider the Committee's draft work plan for the municipal year 2021/22.

8. Urgent Business

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

9. Redundancy, Pension or Exit Discretion (Pages 21 - 40)

This report advises the Staffing Matters and Urgency Committee of the expenditure associated with redundancy, pension or exit discretions paid in accordance with council policy to employees below Chief Officer.

Democracy Officer

Robert Flintoft

Contact details:

- Telephone – (01904) 555704
- Email – Robert.flintoft@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 (Polish)
własnym języku.**

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

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

 (01904) 551550

Coronavirus protocols for attending Committee Meetings at West Offices

If you are attending a meeting in West Offices, you must observe the following protocols.

Good ventilation is a key control point, therefore all windows have been opened to allow adequate ventilation, they must be left as set prior to the start of the meeting.

If you're displaying possible coronavirus symptoms (or anyone in your household is displaying symptoms), you should follow government guidance. You are advised not to attend your meeting at West Offices.

Testing

The Council encourages regular testing of all Officers and Members and also any members of the public in attendance at a Committee Meeting. Any members of the public attending a meeting are advised to take a test within 24 hours of attending a meeting, the result of the test should be negative, in order to attend.

Test kits can be obtained by clicking on either link: [Find where to get rapid lateral flow tests - NHS \(test-and-trace.nhs.uk\)](https://www.nhs.uk/conditions/coronavirus/covid-19/testing/rapid-lateral-flow-tests/), or, [Order coronavirus \(COVID-19\) rapid lateral flow tests - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/order-coronavirus-covid-19-rapid-lateral-flow-tests).

Alternatively, if you call 119 between the hours of 7am and 11pm, you can order a testing kit over the telephone.

Guidelines for attending Meetings at West Offices

- Please do not arrive more than 10 minutes before the meeting is due to start.
- You are not required to wear a face covering whilst in West Offices. CYC supports the decision of those who wish to do so.
- Visitors to enter West Offices by the customer entrance and Officers/Councillors to enter using the staff entrance only.
- Ensure your ID / visitors pass and lanyard is clearly visible at all time and worn around the neck.
- Regular handwashing for 20 seconds is recommended.
- Please use the touchless hand sanitiser units on entry and exit to the building and hand sanitiser within the Meeting room.
- Bring your own drink if required.
- Only use the designated toilets next to the Meeting room.

Developing symptoms whilst in West Offices

If you develop coronavirus symptoms during a Meeting, you should:

- Make your way home immediately
- Avoid the use of public transport where possible
- Follow government guidance in relation to self-isolation.

You should also:

- Advise the Meeting organiser so they can arrange to assess and carry out additional cleaning
- Do not remain in the building any longer than necessary
- Do not visit any other areas of the building before you leave

If you receive a positive test result, or if you develop any symptoms before the meeting is due to take place, **you should not attend the meeting.**

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City of York Council

Committee Minutes

Meeting	Staffing Matters and Urgency Committee
Date	17 January 2022
Present	Councillors Aspden (Chair), D'Agorne (Vice-Chair), Hook and Kilbane

46. Declarations of Interest

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.

47. Exclusion of Press and Public

Resolved: That the press and public be excluded from the meeting during the consideration of annexes to Agenda Items 9 and 10 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).

48. Minutes

Resolved: That the minutes of the Staffing Matters and Urgency Committee held on 29 November 2021 be approved and then signed by the Chair as a correct record.

49. Public Participation

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

50. Workforce Profile as at Quarter 2 (30th September 2021)

The Committee were updated on the Workforce Profile as at Quarter 2 (30th September 2021). The Committee made a number of enquiries including the rise in use of Work with York contracts, this was attributed largely to public health initiatives due to Covid-19 including staffing at testing sites. Members also discussed the prospects of an aging work force with a lot of employees falling within the 50 to 64 age range, officers acknowledged the challenge of an aging work force, however, they noted that the Council had policies in place to retain skills, as well as, ways to recruit at a younger age including apprentices.

The rise in sickness days were raised by Members, they enquired as to how this compared to other local authorities. Officers noted that it was difficult to access comparative data and this was not collated nationally, but enquiries could be made with other authorities. The Committee also enquired as to whether working from home had effected sickness data, it was confirmed that this did not appear to have effected sickness data. Officers confirmed that patterns for those working at home, those at Hazel Court, on site, and at West Offices were similar.

Resignations data was also discussed and Members requested additional information be provided to explain where individuals were moving onto after they resigned from post. It was raised that the Council was not reaching the average record for York on the employment of people from black and minority ethnic backgrounds. It was noted that a new post was being recruited too to support the Council in relation to equalities. It was also confirmed that the Organisational Development Plan was to be reviewed.

Resolved:

- i. Note the workforce profile provided.

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

51. Local Government Pension Scheme 2021 Discretions Policy Summary

The Committee agreed that the paper for the revised Discretionary Policy Statement, will be deferred until the Committee meets in person on 15th February. This is to allow time to address some questions that had been raised.

Resolved:

- i. Approved the revised Discretionary Policy Statement.

Reason: To comply with the LGPS Regulations and Discretionary Compensation Regulations and approve the new Statement.

52. Work Plan

It was confirmed that an additional meeting would be added to the Committee work plan to consider the People's Directorate Restructure on 1 February 2022.

Resolved:

- i. That the work plan be agreed.

Reason: To ensure the Committee maintains a program of work for 2021-22.

53. Pension or Exit Discretion

Members considered a report which advised them of expenditure associated with pension or exit discretions. An overview of expenditure was provided in the table at paragraph 5 of the report. There were no costs to the council in this instance. Full details were set out in exempt Annexes A and B to the report.

Resolved:

- i. That the expenditure associated with each proposal, as detailed in the report annexes, be noted.

Reason: So that the council has an overview of expenditure.

Note: the above item was considered in private session, in accordance with the decision in Minute 47.

54. Redundancy

Members considered a report which advised them of the expenditure associated with the proposed dismissal of three employees on the grounds of redundancy. The total expenditure amounted to £12,842.92, as set out in

the table at paragraph 5 of the report. Full details were provided in exempt Annex A.

Resolved:

- i. That the expenditure associated with the proposed dismissal of the employees on the grounds of redundancy, as detailed in Annex A, be noted.

Reason: So that the committee has an overview of this expenditure.

Note: the above item was considered in private session, in accordance with the decision in Minute 47.

Councillor Aspden, Chair

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



Staffing Matters and Urgency Committee**15 February 2022**

Report of the Interim Assistant Director of Legal and Governance

Changes to Membership of Committees, Joint Committees administered by other Councils, Regional Local Authority Bodies and Other Bodies**Summary**

1. At the Annual Council meeting on 27 May 2021, appointments were made to Committees, Sub-Committees and Outside Bodies for the 2021/22 municipal year. A further change is now required to the membership of a Regional Local Authority body, as set out below.

Background

2. Further to the appointments to Committees etc. made at the Annual Meeting, Staffing Matters & Urgency Committee has authority to deal with any in-year changes or appointments to any Committees and Outside Bodies and the following change is put forward for consideration:

West Yorkshire Combined Authority – Corporate Overview and Scrutiny Committee

To appoint Cllr Fitzpatrick as a substitute member.

Consultation

3. Normal processes to consult the relevant political Group have been applied to ensure the Group nominates the Members of their choice. No other consultation is specifically required in this instance.

Options

4. There are no alternative options available as this is simply to invite Members to formally approve the change set out in paragraph 2 above.

Council Plan

5. Maintaining an appropriate decision making and scrutiny structure and appointees that contribute to the Council delivering its core priorities set out in the current Council Plan, effectively.

Implications

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

Legal Implications

7. 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. These rules may only be waived where no Member votes against the proposal. In this case, the West Yorkshire Combined Authority has authorised the appointment of a substitute from the same political group as City of York Council's current member of its Corporate Scrutiny Committee, Cllr Melly.

Risk Management

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

Recommendations

9. Staffing Matters and Urgency Committee is asked to consider and approve the change to outside body appointments as outlined in paragraph 2.

Reason: In order to make appropriate Council appointments to representatives on Outside Bodies for the remainder of the current municipal year.

Contact Details

Author:

Dawn Steel
Head of Democratic Services
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Chief Officer Responsible for the report:

Janie Berry
Director of Governance
Tel: 01904 555385

Report Approved Date: 07/02/22

Wards Affected:

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

15 February 2022

Report of the Chief Operating Officer

Amendment to the Council's LGPS Discretions Policy to Implement a Shared Cost Additional Voluntary Contribution Scheme

1. This report requests approval of the Committee of an amendment to the Council's LGPS Discretionary Policy Statement in order to comply with The Local Government Pension Scheme Regulations 2013 (the "LGPS Regulations"), to implement a Shared Cost Additional Voluntary Contribution Scheme (SCAVC) for employees.
2. This report was originally scheduled to be presented to the Committee in January 2022 via the virtual SMUC meeting however, it was agreed to be deferred until a meeting can be convened in person.
3. Concerns were raised as to the authorisation process for the introduction of a pension related scheme and further details of how the scheme works was requested. This report is therefore, an updated version. The report presented in January is available for reference.

Authorisation to Implement

4. Although, it is within the Chief Operating Officers authority to implement employee benefits, the technical advice and authorisation to proceed with this scheme rests with the Section 151 Officer. In addition, on advice from the Director of Governance and Monitoring Officer the Staffing Matters and Urgency Committee are authorised to endorse and approve the implementation of the new Shared Cost Additional Voluntary Contribution Scheme (*known as AVC Wise*) and the associated amendment to the LGPS Discretions required to implement the scheme.

Background

5. Members of the Local Government Pension Scheme (LGPS) already have the option to contribute to Additional Voluntary Contributions
-

(AVCs), via the Council's provider Prudential, to provide a long term savings plan that runs alongside the mainstream LGPS and allows a member to build up a capital sum with flexible drawback options at retirement. The pot available on retirement is tax free and the amount invested from employment earnings receives tax relief, for example if a standard rate taxpayer was to contribute £100 per month, this would only cost them £80, as it is deducted before tax is paid.

6. To extend the employee offer of AVC's HR have been in discussions with PSTAX representatives to implement a salary sacrifice arrangement for employees who pay AVCs linked to membership of the LGPS. PSTAX promotes AVC Wise which is a fully managed solution to process online applications for SCAVCs linking with the Council's payroll services to administer the process. PSTAX are the only provider of a SCAVC scheme for local government and therefore, we are able to request an exception to the Contract Procedure Rules, and direct award the contract.
7. The introduction of a SCAVC would not remove the current AVC offer via Prudential and employees will have a choice as to whether they move to the SCAVC option. There is not a default requirement to change, although evidence shows that most employees once aware of the SCAVC benefits do move across to the scheme.
8. The SCAVC via a Salary Sacrifice option was first announced in July 2016. AVC Wise work with Prudential and are the market leader in this area with over 75 Councils and 31 other public sectors bodies already signed up.

How a SCAVC Works

9. SCAVCs continue to save the employee tax on any salary deducted, unlike standard AVCs though, it saves the employee and employer National Insurance Contribution (NIC) costs associated with the deduction.
 10. To ensure the arrangement is compliant with the LGPS regulations, the SSAVC has to be set up as a shared cost scheme which means that both the employee and employer has to contribute to the SSAVC. Although, this suggests that the Council has to actually pay its own contribution into the shared cost SSAVC plan, in reality this is not the case.
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11. How it works in practice is that the employee agrees to take a contractual reduction in salary, equivalent to the amount of SSAVC's they would like to contribute and the Council then pays this amount into the shared cost SSAVC plan on their behalf. To ensure compliance with the LGPS Regulations of a SCAVC, the employee would also need to pay at least a nominal £1 a month into the AVC fund via a payroll deduction.

Benefits to the Council

12. There would be a reduction in employer NIC's of 13.8% on the total value of the SSAVC's.
13. There would also be a reduction in employer Apprentice levy costs of 0.5% of the total value of the SSAVC's. This will mean a reduced amount of Apprentice Levy funding available however, this is not of concern for current apprentice training commitments and projected future costs.

Next Steps for Implementation

14. The introduction of a SCAVCs scheme is relatively simple to implement, with minimum risk to the Council and offers advantages for employees and the Council in terms of savings.
15. Should we progress, the Council's current Pensions Discretions Policy Statement would need to be amended for one of the current discretions, all others would remain the same.

Discretion	Regulation	Employer Policy	
		Current	Proposed
Whether, how much, and in what circumstances to contribute to a share cost AVC arrangement entered into on or after 1st April 2014	R17(1) & Definition of SCAVC in RSch1	The Council does not contribute to AVC's	<p>The Council will exercise discretion to allow Local Government Pension Scheme Members (LGPS) to contribute to a shared cost salary sacrifice scheme additional voluntary contribution (SCAVC) scheme</p> <p>This is a Council discretion which is subject to the employee meeting the Council's conditions for acceptance into the salary sacrifice Shared Cost AVC scheme and may be withdrawn or changed at any time. The Council will not enter into any other form of shared cost AVC.</p>

16. On approval HR will make arrangements to amend and publish a new version of the Pensions Discretions Policy.
17. The change of this discretion is a low risk to the Council and the benefits for the employee and savings for the Council outweigh any risks. As mentioned, there is no cost to the Council.
17. The Council is satisfied that the exercise of its discretions in accordance with the proposed Discretionary Policy Statement would not lead to a serious loss of confidence in the public service and in the case of the exercise of the discretions under the Discretionary Compensation Regulations, would be workable, affordable and reasonable having regard to the foreseeable costs.

Consultation

18. Consultation has taken place with key members of staff across the organisation, Corporate Management Team, and North Yorkshire Pension fund. Engagement has also been made with the trade unions.

Council Plan

19. This report contributes to the overall effectiveness of the Council's governance and assurance arrangements contributing to an 'open and effective council'

Implications

20. The following implications have been considered in the implementation of a Shared Cost Additional Voluntary Contribution Scheme;
 - (a) **Financial** – There is an overall saving to the council in NICs, including after fees, where staff pay into the new SSSCAVC scheme.
 - (b) **Human Resources (HR)** – There are no HR implications.
 - (c) **Equalities** – There are no implications from an equalities perspective, AVC's and SCAVC's are available to all employees who are members of the LGPS as long as they earn more than the NMW, this is a Government Regulation and not something that can be influenced or changed.
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(d) **Legal** – The LGPS Regulations and the Discretionary Compensation Regulations both makes it clear that the Council must formulate, publish and keep under review a Discretionary Policy Statement and any failure to do so would be a breach of those Regulations.

(e) **Crime and Disorder** - There are no implications

(f) **Information Technology (IT)** - There are no implications

(g) **Property** - There are no implications

Risk Management

21. Any failure to formulate, publish and keep under review a Discretionary Policy Statement in accordance with the LGPS Regulations and the Discretionary Compensation Regulations would be a breach of those Regulations and potentially an act of maladministration. This could also result in the Council exercising its discretions in an inconsistent manner and possible legal challenge.

Recommendation

22. The Staffing Matters and Urgency Committee is asked to;

- a Approve the introduction of a Shared Cost Additional Voluntary Contribution Scheme as detailed in **paragraphs 5 to 13**
- b Thereafter, approve the revised Discretionary Policy Statement amendments with the proposed wording described at **paragraph 15**

Reason: To implement a Shared Cost Additional Voluntary Contribution scheme for employees

23. If approved the Pension Discretion Policy Statement will be signed dated, and forwarded to the NY Pension Scheme by the Chief Finance Officer (Section 151 Officer). It is anticipated that the scheme will be implemented in May 2022.

Contact Details

Author: Helen Whiting
Head of HR & OD
01904 551622

Chief Officer Responsible for the report: Ian Floyd, Chief Operating Officer

Report Date: 15 February 2022

Approved

Specialist Implications Officers:

Accounting Technician
Chief Finance Officer/Section 151
Director of Governance and Monitoring Officer

Wards Affected: None

For further information please contact the author of the report – Helen Whiting

Background Papers:

Report and appendix submitted to Staffing Matters and Urgency Committee on 17th January but deferred for an person meeting
https://democracy.york.gov.uk/documents/s155503/Report%20Shared%20Cost%20AVCs%20amendment%20to%20Discretions_Policy.html?CT=2

<https://democracy.york.gov.uk/documents/s155504/Appendix%201%20CYC%20Pension%20Discretions%20Policy%20Statement%20Jan%202022.html?CT=2>

Annex – None

**Staffing Matters & Urgency Committee
Draft Work Plan 2021-22**

21 June 2021	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements 2. Workforce demographics at 31 March 2021 <ul style="list-style-type: none"> • FTE • Equality Data • Absence and Well Being • Starters and Leavers • Reasons for leaving i.e. retirement, redundancy, dismissal, settlement agreement • Agency 3. Progress in implementing the new Corporate Leadership Group (CLG).
19 July 2021	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements
16 August 2021	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements
20 September 2021	<ol style="list-style-type: none"> 1. Emergency Retention Protocol 2. Redundancy, Retirement and Settlement Agreements
18 October 2021	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements
29 November 2021	<ol style="list-style-type: none"> 1. Appointment of the Managing Director of Make It York 2. Redundancy, Retirement and Settlement Agreements

17 January 2022	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements 2. - Amendment to the Discretions Policy Statement, to allow for Salary Sacrificed Shared Cost AVCs 3. Workforce demographics at 31 March 2021 <ul style="list-style-type: none"> • FTE • Equality Data • Absence and Well Being • Starters and Leavers • Reasons for leaving i.e. retirement, redundancy, dismissal, settlement agreement • Agency
1 February 2022	<ol style="list-style-type: none"> 1. People Directorate Restructure
15 February 2022	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements 2. Amendment to the Discretions Policy Statement, to allow for Salary Sacrificed Shared Cost AVCs 3. Change to Committee Membership
21 March 2022	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements
25 April 2022	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements

16 May 2022

1. Redundancy, Retirement and Settlement Agreements

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Staffing Matters and Urgency Committee**15 February 2022**

Report of the Chief Operating Officer

Redundancy, Pension or Exit Discretion**Summary**

1. This report advises the Staffing Matters and Urgency Committee of the expenditure associated with redundancy, pension or exit discretions paid in accordance with council policy to employees below Chief Officer.

Background

2. The background and detailed case surrounding each proposal are contained in the individual business case(s) attached as confidential annexes to this report for noting

Consultation

3. All of the proposed redundancy, pension or exit discretions have been subject to consultation in accordance with the Council's statutory obligations.

Approval

4. In accordance with Council policy the appropriate Chief Officer of Departmental Management Team and S151 officer have approved the attached business case(s). The decisions as to whether or not to make an employee redundant rests with the Chief Operating Officer or Officers nominated by him. In terms of payments related to redundancy the council is contractually obliged to make the payment set out in the business case. Only in exceptional circumstances can discretionary additional payments for redundancy be considered. The Section 151 Officer has decision making authority for all staff other than Chief Officers in this matter.

Analysis

5. The analysis of each proposal can be found in the respective business case. Below is an anonymised summary of these cases noting costs associated with each:

Directorates

A – Public Health, B, People, C, People, D, Corporate

Employee	Business Case Annex	Type of Exit	Costs to CYC £	Total £
1	A	Flexible Retirement	£0	£0
2	B	Flexible Retirement	£0	£0

Employee	Business Case Annex	Type of Exit	Redundancy Costs £	Pension Costs £	Total £
3	C	Compulsory Redundancy	£26,653.32	£87,250.90	£113,904.22
4	D	Compulsory Redundancy	£17,610.23	£0	£17,610.23

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 Organisation Development Plan.

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:

Note the expenditure associated with each proposal as detailed in the annexes.

Reason: In order to provide an overview of expenditure.

Contact Details

Author:

Helen Whiting
Head of HR
Human Resources

Chief Officer Responsible for the report:

Ian Floyd
Chief Operating Officer

**Report
Approved**

Date

15/02/2022

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:

- Annex A – Confidential Business Case
- Annex B – Confidential Business Case
- Annex C – Confidential Business Case
- Annex D – Confidential Business Case

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By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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