



Notice of a public meeting of

Staffing Matters & Urgency Committee

To: Councillors Alexander (Chair), Aspden, Fraser, Steward and Watson

Date: Monday, 24 November 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 7 (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 10 November 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 21 November 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. Director of Adult Services and Assistant Director of Adult Services - Appointment Process and Remuneration (Pages 5 - 16)

This report seeks formal approval to establish Appointment Committees and the delegation of sufficient powers to those Committees to enable them to conduct the recruitment process and select and appoint a candidate, for the posts of Director of Adult Services and the Assistant Director of Adult Services.

6. Appointments to Committees and Outside Bodies (Pages 17 - 20)

This report asks Members to agree a number of changes in membership of Committees and Outside Bodies for the remainder of the municipal year.

7. Redundancy (Pages 21 - 22)

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.

8. 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	10 November 2014
Present	Councillors Alexander (Chair), Fraser, Aspden, Watson and Healey (Substitute for Councillor Steward)
Apologies	Councillor Steward

41. 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. None were declared.

42. Minutes

Resolved: That the minutes of the last meeting held on 27 October 2014 be approved and signed by the Chair as a correct record.

43. Public Participation

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

Ben Drake from UNISON spoke on Agenda Item 4 (Local Government Pension Scheme 2014 Discretions Policy). He commented on the proposals in Paragraphs 6, 8 and 10. He recognised that the Council would continue with the position that they would not ordinarily waive actuarial reductions in the event of early payment, nor contribute to cost sharing arrangements, but asked that they retain the discretion to waive/contribute in exceptional circumstances. As a result of this a process would need to be put in place for exceptional cases.

44. Local Government Pension Scheme 2014 Discretions Policy

Members considered a report which informed them of changes to the Council's Pension Discretions Policy which needed to be updated following the implementation of the Local Government Pension Scheme 2014. They were asked to approve the updated Pension Discretions policy so that it could be implemented.

Officers informed Members that since publication of the agenda, further discussions had taken place with the Director of Finance and the Committee were asked to consider a further minor amendment to the policy which would allow discretions under pension scheme regulation 30(8), 1(2), 2(2), 3(1), 30(5) and 30A(5) be considered in exceptional circumstances. Any proposed discretion in exceptional circumstances proposed under the policy would be considered by the Committee.

- Resolved: (i) That the revised Local Government Pension Scheme Employer Discretions Policy be approved.
- (ii) That an amendment is made so that any proposed discretions in exceptional circumstances can be considered by the Staffing Matters and Urgency Committee.

Reason: So that the policy can be implemented.

45. Appointments to Committees and Outside Bodies

Members considered a report which asked them to agree a number of changes in membership and appointments to Committees and Outside Bodies for the remainder of the municipal year.

A number of the proposed appointments were discussed in further detail including;

NewCo Shareholders Group

Discussion took place on the substitute arrangements for the Group. Members were also informed that once established, the group would meet every 2 months.

York Central Lead Members

The Chair gave some background to Members about previous Council involvement in the development and delivery of the York Central site. He added that the proposed working group would be more of a consultative rather than a decision making body. Members felt that a Ward Member from Holgate and Micklegate should also be included in the membership as the site was located in both wards. It was confirmed that Councillor Alexander would be the Labour member on the group and that meetings would be chaired by an Officer.

Resolved: That the following appointments and nominations be agreed¹;

- (i) Councillor Brooks as Vice-Chair of the Audit and Governance Committee.
- (ii) Councillor Fitzpatrick as Vice-Chair of the Learning and Culture Overview and Scrutiny Committee.
- (iii) Councillor Doughty as the City of York Council representative on the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber), with Councillor Funnell as substitute.
- (iv) Councillors Crisp, Williams, Steward, Hyman and Taylor to the NewCo Shareholders Committee, and for the Cabinet Member for Leisure, Culture and Tourism to Chair the Committee.
- (v) Councillors Alexander, Steward, Aspden, D'Agorne, King and Watson to the York Central Lead Members and the addition of a Ward Member from Micklegate and Holgate Wards.
- (vi) Councillors Alexander (Chair), Cuthbertson and Healey to the City of York Council Trading Company Shareholder Board.
- (vii) Councillor Healey as the Council appointee to the West Yorkshire Combined Authority-Investment Committee in place of Councillor Levene.

(viii) Councillor Waller as the Council appointee to the West Yorkshire Combined Authority-Audit and Governance Committee in place of Councillor McIlveen.

(ix) Councillor Fitzpatrick as the Labour appointee to the Police and Crime Panel.

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

Action Required

1. To update Committee Memberships and inform Outside Bodies of approved changes.

JP

Councillor J Alexander, Chair

[The meeting started at 2.00 pm and finished at 2.45 pm].



Council

24 November 2014

Report of the Chief Executive

Director of Adult Services and Assistant Director of Adult Services - Appointment Process and Remuneration

Summary

1. This report seeks formal approval to establish Appointment Committees and to delegate sufficient powers to those Committees to enable them to conduct the recruitment process, select and appoint a candidate, subject to the requirements of the standing orders on appointments.

Background

2. Following the departure in March 2013 of the Director of Adults, Children's and Education Services, the Council agreed structural changes and a permanent appointment of Director of Children's Services Education and Skills was made. The responsibility for Adults Services was transferred to the Director of Health and Wellbeing.
3. The Director of Health and Wellbeing left the Council in October 2014 and interim arrangements were immediately put in place to secure the strategic management of all of these services and to ensure that statutory responsibilities for Adult Services and Public Health were assigned.
4. The two Assistant Directors in Adult Services left the Council in July and August 2014 and interim arrangements were put in place to cover these leadership posts within the senior management structure of the Council.
5. Authorities in England are facing unprecedented challenges in adult social care due to rising demand, constrained funding and fundamental policy changes. We cannot afford to lose any momentum in our work in York to respond to the Care Act, the Better Care Fund and our wider transformation agenda. Making

permanent appointments to these posts will mean that we secure the long term strategic leadership of our Adult Services.

Chief Officer Posts

6. This paper proposes a permanent appointment to a new role of Director Adult Services and the permanent appointment to an Assistant Director of Adult Services. It also proposes that a temporary appointment to a post of Assistant Director of Adult Services is made for approximately 4 months pending the permanent appointment.
7. Although there will be a structural change these are vacant positions and there are no existing staff who will be detrimentally affected by any of this change.
8. In a report to Cabinet on the 6 December 2011 it was reported that between 2009 and 2011 senior management posts in the authority had been reduced by 33% at Director level, 24% at Assistant Director level and 10% at grades 10-12, achieving a permanent annual saving of £2.293 million per annum.
9. Since 2012 there has been the transfer to the Local Authority of the responsibility for Public Health and posts to support this but no increase in the total number of Chief Officer positions. Our current establishment is Chief Executive, five Directors and twelve Assistant Director's (one position is fixed term).
10. The positions of Director and Assistant Director of Adult Services would replace existing interim arrangements and not increase the overall number of Chief Officer positions.
11. The position of Director of Adult Services would hold the statutory responsibility for Adult Services and as such is responsible for significant organisational and reputational risk in relation to the delivery of these services. The position is responsible for the ongoing improvement of service delivery, identifying opportunities for closer working with health services and the programme of service transformation. It is critical at this time of national policy change that we have a high calibre leader in this role which can carry the confidence of services in the sector.
12. The position of Assistant Director of Adult Services would be responsible for the group managers in operational services and for the day to day operations of safeguarding and Deprivation of Liberty Safeguards (DoLS). They will have responsibility for

supporting the Care Act and Better Care Fund implementation within operations in accordance with the overall programme plans and responsibility for enhancing relationships across the health and social care sector.

13. Both positions need to deliver effective change within adult social care and in particular have expertise in financial and performance management, commissioning and transformation.
14. Pending a permanent appointment to the position of Assistant Director of Adult Services, it is proposed to make a temporary appointment for an approximate period of 4 months whilst the recruitment takes place. This opportunity should be seen as a development opportunity for existing senior staff in the Council and is in line with our Workforce Strategy to create opportunities to support and develop our staff. It is proposed that this position is advertised internally for existing Council staff to apply for.
15. Both positions will be funded from within the existing departmental chief officer budget provision.

Remuneration Package

16. According to the Council's Pay Policy 2014 (approved at Council on 27 March 2014), the full Council should approve any Chief Officer Pay Package over £100,000 in value.
17. The current job evaluated grade for a Director is £88,080 to £102,766 and for an Assistant Director is £66,068 to £73,401.
18. Members are asked to review these salaries against the information at Appendix A. The information shows the pay for comparable positions in the Local Government Yorkshire and Humber region.
19. The information highlights that the pay in City of York Council is below market rates for these positions which will hold a comparable portfolio of responsibilities.
20. Skills for Care have conducted detailed research into the recruitment and retention of staff working in adult social care and highlight the difficulties many local authorities have in attracting and retaining staff in many different roles. To attract the highest quality field of candidates it is important that the salary and package of terms and conditions that we offer for these positions is viewed as being competitive in the market.

21. Members have previously approved a policy which allows consideration to be given to offering a market supplement payment for positions which it is believed will be difficult to recruit to and may want to consider this option for either of these posts.
22. A market supplement payment would commence from the date of appointment and form part of the overall remuneration package and as such will be pensionable.
23. Any market supplement payment would be reviewed every two years. The review will be carried out by the Head of Human Resources in line with the criteria set out in the policy.

Appointments Committee

24. The Council's Constitution allows for an Appointments Committee, including at least one member of the Cabinet, to shortlist and interview applicants for a position and to determine who should be offered the vacant position.
25. It is proposed that two Appointment Committees would be constituted on a 1:1:1 proportionate basis. This would mean that there would be one Labour member, one Conservative and one Liberal Democrat member on each Appointment Committee.
26. The recruitment process is attached at Appendix B.
27. It is proposed that the appointment time scales are sequenced so that a permanently appointed Director can be involved in the recruitment of the Assistant Director.
28. To attract the strongest field of candidates with the right knowledge and skills the posts will need to be advertised nationally. It is recommended that an external recruitment consultancy that has expertise and a proven track record in this sector is engaged to support the Appointment Committee.

Consultation

29. Consultation has taken place with the Corporate Management Team and portfolio holder and spokespeople for adult social care.

Options/Analysis

30. There are no alternative options for Members on the recruitment process to consider, other than simply not proceeding with recruitment to the position.

31. The failure to create an Appointments Committee at this stage would delay any subsequent appointment to the positions.
32. Members can decide to apply a market supplement payment for this position to make the total salary package for the position comparable with other positions in the region. This may make the position more attractive to potential candidates in the recruitment market.
33. As we have to cover the statutory responsibilities in Adult Services if we do not recruit we may have to continue with the existing interim arrangements.

Council Plan

34. Making an appointment to this position will contribute to delivering the Council Plan and its priorities, in particular Protecting Vulnerable People.

Implications

35. The following implications have been considered:
 - **Financial** – The salary and recruitment costs will be managed from within existing departmental budget.
 - **Human Resources (HR)** – The job description for the positions of Director of Adult Services and Assistant Director of Adult Services will be subject to the Council's established job evaluation mechanism and the grades confirmed for the positions. The Appointments Committee is in line with the constitutional requirements for the recruitment and appointment of Chief Officers. A procurement tendering exercise would need to be undertaken to engage a recruitment agency to support the recruitment activity to fill the position.
 - **Equalities** - There are no equalities implications.
 - **Legal** – The Appointments Committee is created pursuant to S.102 (1)(c) of the local Government Act 1972 and its terms of reference are to exercise the functions of the Council in relation to the selection and appointment of the successful applicant in respect of the vacant positions of Director of Adult Services and Assistant Director of Adult Services. The proceedings of the Appointments Committee are likely to be held mainly in exempt

session due to the nature of the information that it will be considering.

In circumstances where the appointing committee agrees, without any member voting against, S.17 of the Local Government & Housing Act 1989 provides that the distribution of seats on a sub-committee need not comply with the political balance requirements contained in Part 1 of that Act.

The process of appointing officers of this level is regulated by the Local Authority (Standing Orders) (England) Regulations 2001. Amongst other things, these regulations require that an appointment committee must include at least one member of the Cabinet and further, that no formal offer of appointment may be made until all members of the Cabinet have been informed of the details of the intended appointee, and have raised no objection within the specified period, (usually 5 clear days).

- **Crime and Disorder** – There are no crime and disorder implications.
- **Information Technology (IT)** – There are no IT implications.
- **Property** – There are no property implications.
- **Other** – There are no other implications.

Risk Management

36. The risk of no or delayed appointment could risk the lives of the council's more vulnerable residents.

Recommendations

37. It is recommended that Staffing Matters and Urgency Committee:
 - a) Approve the filling of the position of the Director of Adult Services and Assistant Director of Adult Services on a temporary and then permanent basis.
 - b) Determine whether a market supplement should be offered as part of the remuneration for these positions and to agree the value of that market supplement.
 - c) Recommend the remuneration package for Director of Adult Services to full Council.

- d) Establish two Appointment Committees, consisting of three members, one from Labour, one from Conservative and one Liberal Democrat.
- e) Authorise the Appointments Committee to conduct the final interviews, select a successful candidate and make an offer of employment subject to the necessary employment procedures.
- f) Engage a recruitment agency to support the selection committee with the recruitment process.

Reason: To progress appointments and reduce risks highlighted in the report in relation to these critical roles.

Contact Details

Author:

Mark Bennett
Head of Business HR

Chief Officer Responsible for the report:

Kersten England
Chief Executive

**Report
Approved**



Date 14 November
2014

Specialist Implications Officer(s)

Legal: Andrew Docherty, Assistant Director, IT Democratic & Legal Services

Finance: Richard Hartle, Finance Manager

Wards Affected:

All

For further information please contact the author of the report

Appendix:

A. Market Data

B. Chief Officer recruitment process

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Tier 2 (Report to a Chief Executive)

	from	to
Director - Adult Services (City of York Council)	£88,080	£102,766
Director - Adult Social Care	£112,695	£120,379
Director - Adult Social Care		£115,000
Director - Adult Social Care, Health & Wellbeing & policy, Transformation		£120,000
Director - Adult Social Care		£120,000
Director - Adult Health and Social Care		£111,000
Director - Adult Social Care, Health & Wellbeing		£113,384
Executive Director - Adult Social Services		£111,000

Authorities in Yorkshire & Humberside

Tier 3 (Report to a Director)

	from	to
Assistant Director - Adult Services (City of York Council)	£66,068	£73,401
Assistant Director - Adult Social Care	£81,960	£89,644
Assistant Director - Adult Social Care	£81,960	£89,644
Assistant Director - Adult Social Care	£83,989	£89,238
Operations Director - Adult Social Care, Health & Wellbeing		£81,098
Head of Service - Adult Social Care, Strategic Commissioning/Procurement		£82,000
Assistant Director - Adult Service & Health		£81,880
Head of Service - Adult Social Care		£82,000
Assistant Director - Adult Social Care, Safer Communities		£75,000
Head of Service - Adult Social Care, Health/Services & Wellbeing		£81,069

Chief Officer* Recruitment Process - Officer / Member decision

* A Chief Officer is defined as an officer who is employed under the Joint Negotiating Committee for Chief Officers of Local Authorities Terms & Conditions.

Key Recruitment & Selection decision stages	Officer Decision / Member Decision
1. Develop proposal to create a new or amend an existing Chief Officer post	Officer decision: Chief Executive or Director
2. Establish a new temporary or permanent Chief Officer post	Member decision
3. Develop and agree Job Description & Person Specification	Officer decision
4. Confirm the grade of the post	Officers to implement job evaluation outcomes within Chief Officer pay structure
5. Agree recruitment budget	Officers decision subject to budgetary provision
6. Commence recruitment activity	Officer proposal subject to Member decision
7. Establish Appointments Committee	Officer proposal subject to Member decision
8. Confirm method to source applicants i.e. advert, use of search / consultancy services	Appointments Committee subject to proposal from Officers (Chief Executive or Director and Head of Human Resources or nominated substitute). Proposal to include recommendation on advertising media and a recommendation to use external recruitment consultants or run in-house and if so, what services to use. Options include search, response handling, technical assessment, long-listing, shortlisting, support at final stage or a combination therein. Criteria to be considered

	<p>are:</p> <ul style="list-style-type: none"> i. Grade and salary in relation to the market; ii. Current employment market situation; iii. Design of post and likelihood of direct skills match; iv. Technical expertise being sought; v. Ability to conduct technical assessment in-house; vi. CYC capacity to handle in-house.
9. Long-list applicants	Officer decision in accordance with job description and person specification
10. Interview long listed applicants / conduct selection tests / assessment centre	Officer panel or recruitment consultant
11. Short list applicants	Officer decision in accordance with job description and person specification
12. Informal reception event(s) for short listed candidates (not part of the recruitment process)	Officer decision in consultation with Appointments Committee to determine invitees
13. Final selection process	Appointments Committee, advised by Officers (Chief Executive or relevant Director and Head of Human Resources, or nominated substitute) and recruitment consultants (if appropriate)
14. Determine salary of role to be offered	Appointments Committee, subject to Council pay policy and within job evaluated range for post
15. Agree appointment	Appointments Committee subject to Standing Orders (objections from the Executive)



Staffing Matters and Urgency Committee**24 November 2014**

Report of the Assistant Director, Governance and ICT

Appointments to Committees and Outside Bodies**Summary**

1. Following the Westfield By-Election, a number of changes within Groups and the number of Independent Members, an Extraordinary meeting of Council was held on 23 October 2014. The meeting was held in order to review the allocation of seats, appointments to the Council structure and outside bodies for the remainder of the municipal year, in accordance with the political balance requirements under the Local Government and Housing Act 1989.

Background

2. The Council makes appointments at its Annual Meeting to Committees for the coming year and following the above Extraordinary meeting two additional changes to appointments have subsequently been requested. As the Staffing Matters & Urgency Committee has authority to deal with any changes or appointments to those Committees and bodies within year, the following changes are now put forward for consideration:

3. **Adoption Panel**

Councillor Wiseman was re-appointed to the Adoption Panel at the Annual Council meeting in May, however since then, owing to Councillor Wiseman's other commitments and to the number and length of Panel meetings she has asked if a replacement representative could be appointed. Councillor Gunnell has indicated that she would be willing to replace Councillor Wiseman on the Panel.

4. **NewCo Shareholders Group**

At the last Staffing Matters and Urgency Committee meeting on 10 November 2014, appointments were made to the newly formed NewCo Shareholders Group. This followed the creation of NewCo a company appointed to develop a new approach to delivering

marketing, culture, tourism and business development for York and its economic area.

To ensure wide cross party representation on the Committee, appointments were agreed from the following composition, 2 Labour, 1 Liberal Democrat, 1 Conservative and 1 Green.

In addition, a request was made for the Cabinet Member for Leisure, Culture & Tourism to Chair the Shareholder Committee and this was supported at the meeting.

Since then a request has been made for Councillor Steward to replace Councillor Crisp as Chair of the Committee.

Consultation

5. 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

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

Council Plan 2011-15

7. 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

8. 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

9. 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, where applicable.
Proportionality does not strictly apply to the ‘outside bodies’ under reconsideration for appointment of representatives at this meeting.

Risk Management

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

Recommendations

Staffing Matters and Urgency Committee is asked to consider and agree the following appointments as set out in paragraphs 3 and 4 above for the remainder of the 2014/15 municipal year:

- (i) To consider the request for Councillor Gunnell to replace Councillor Wiseman as the Council’s representative on the Adoption Panel.
- (ii) To consider the request for Councillor Steward to replace Councillor Crisp as Chair of the NewCo Shareholders Group.

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

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

Chief Officer Responsible for the report:
Andy Docherty
Assistant Director, Governance and ICT

Report Approved



Date 14 November 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



Staffing Matters and Urgency Committee**24 November 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 is 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 the proposed dismissal of the employees on the grounds of redundancy detailed in the annexes, to be circulated at the meeting.

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 14 November
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)