



Notice of a public meeting of

Staffing Matters & Urgency Committee

- To:** Councillors Carr (Chair), Aspden (Vice-Chair) and Looker
- Date:** Monday, 14 November 2016
- Time:** 5.30 pm
- Venue:** The Craven Room - Ground Floor, West Offices (G048)

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 5 (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 meeting of the Staffing Matters & Urgency Committee held on 31 October 2016.

4. Public Participation

At this point in the meeting members of the public who have registered to speak can do so. The deadline for registering is on **Friday 11 November 2016 at 5.00pm**. Members of the public can speak on agenda items or matters within the remit of the committee.

To register to speak please contact the Democracy Officer for the meeting, on the details at the foot of the agenda.

Filming, Recording or Webcasting Meetings

Please note this meeting may be filmed and webcast or audio recorded and that includes any registered public speakers, who have given their permission. This broadcast can be viewed at <http://www.york.gov.uk/webcasts>. or, if recorded, this will be uploaded onto the Council website following the meeting.

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/download/downloads/id/11406/protocol_f_or_webcasting_filming_and_recording_of_council_meetings_20160809.pdf

5. Redundancy (Pages 5 - 6)

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.

6. 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 Democracy 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	31 October 2016
Present	Councillors Carr (Chair), Aspden (Vice-Chair) and Looker

36. 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.

37. Exclusion of Press and Public

Resolved: That the press and public be excluded from the meeting during the consideration of annexes to agenda items 6 & 7 (Pension or Exit Discretion and Redundancy)(Minute Items 41 and 42 refer) 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).

38. Minutes

Resolved: That the minutes of the Staffing Matters and Urgency Committee held on 17 October 2016 be approved and then signed by the Chair as a correct record.

39. Public Participation

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

40. Appointment of Sub-Committees for appointments of Assistant Directors

Members received a report which sought formal approval to establish an Appointments Sub-Committee for Chief Officer Appointments and to delegate sufficient powers to those Sub-Committees to enable them to conduct the recruitment process, select and recommend candidates, subject to the requirements of the standing orders on appointment.

It was confirmed that since publication of the report the Assistant Director titles had been confirmed as Assistant Director for Highways, Transport and Environment and Assistant Director for Housing and Community Safety. In response to a Member's question about a certain function lacking in one Assistant Director's job description it was reported there would be further detail added when the job description was reviewed prior to advertising.

Discussion took place on timescales for advertising the posts and interviews. It was suggested that the adverts should be published in November and have a closing date of before Christmas and then the interviews be set for early January.

It was confirmed that the following Members had been selected to make up the Appointments Sub Committees:

Assistant Director Highways, Transport & Environment

- Councillor Gillies
- Councillor Looker
- Councillor Waller

Assistant Director Housing and Community Safety

- Councillor Carr
- Labour Member TBC
- Councillor Reid

Resolved: (i) That approval be given to the proposed arrangements for recruiting to the following Assistant Director posts and selecting appropriate candidates together with the

remuneration package for the posts at a job evaluated salary of £68,063 to £75,618;

- (ii) That appointment Sub-Committees be established for each consisting of three members, one from each main party (1 Conservative, 1 Liberal Democrat and 1 Labour) to include a member of the Executive, as follows;

Assistant Director (responsible for functions of Public Realm / Parks and Open Spaces; Highways; Transport; Waste; Fleet and Parking).

- Councillor Gillies
- Councillor Looker
- Councillor Waller

Assistant Director (responsible for the functions of Housing Services, Housing Maintenance and Repairs; Housing Operations; Emergency Planning and Community Safety)

- Councillor Carr
- Labour Member TBC
- Councillor Reid

- (iii) That the Appointments Sub-Committees be authorised to conduct the final interviews, select successful candidates and make offers of employment subject to the necessary employment procedures.

Reason: To allow for appointments to the Assistant Director posts to be made.

41. Pension or Exit Discretion

Members received a report which advised them of the details of and expenditure associated with a pension or exit discretion in accordance with council policy.

A confidential annex which detailed a request for flexible retirement was circulated amongst Members.

Resolved: That the flexible retirement which proposed be agreed.

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

42. Redundancy

Members received a report which advised them of the expenditure associated with the proposed dismissal of a two employees on the grounds of compulsory and voluntary redundancy.

Confidential annexes which detailed the background and expenditure surrounding the proposals were circulated amongst Members.

Resolved: That the expenditure associated with the proposed dismissal of the employees on the grounds of redundancy as detailed in the annexes be noted.

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

Councillor D Carr, Chair

[The meeting started at 5.30 pm and finished at 5.50 pm].



Staffing Matters and Urgency Committee**14 November 2016**

Report of the Corporate Director of Customer and Corporate 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 confidential 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.

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
Corporate Director of Customer and
Corporate Services

Report **Date** 4 November
Approved 2016

Specialist Implications Officer(s): None

Wards Affected:

All

For further information please contact the author of the report

Background Papers:

None

Annexes

Individual Business Cases
(Confidential and to be circulated at the meeting)