



Notice of a public meeting of Staffing Matters & Urgency Committee

To: Councillors Carr (Chair), Aspden (Vice-Chair) and
Looker

Date: Monday, 6 March 2017

Time: 5.30 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 6 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 6 February 2017.

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 3 March 2017 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 (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. Changes to Committee and Outside Body Appointments (Pages 5 - 8)

This report asks Members to agree to changes and additions to membership of a number of committees and outside bodies.

6. Pension or Exit Discretion (Pages 9 - 22)

This report advises the Staffing Matters and Urgency Committee of the expenditure associated with pension or exit discretions in accordance with council policy.

7. Urgent Business

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

Democracy Officer:

Name: Laura Clark

Contact details:

- Telephone – (01904) 554538
- E-mail – Laura.Clark@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**

City of York Council

Committee Minutes

Meeting	Staffing Matters & Urgency Committee
Date	6 February 2017
Present	Councillors Carr (Chair), Aspden (Vice-Chair) and Looker

6. 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.

7. Exclusion of Press and Public

Resolved: That the press and public be excluded from the meeting during the consideration of Annex A of agenda item 5, and Annexes B and C of 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

Resolved: That the minutes of the Staffing Matters and Urgency Committee meetings held on 21 December 2016 and 9 January 2017 be approved and then signed by the Chair as a correct record.

9. Public Participation

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

10. Redundancy

Members considered a report which detailed the expenditure associated with the proposed dismissal of an employee on the grounds of redundancy.

A confidential annex, which detailed the background and expenditure surrounding the proposal was included in the report.

Resolved: That the expenditure associated with the proposed dismissal of the employee on the grounds of redundancy detailed in the annex be noted.

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

11. Redundancy Summary Report

Members considered a report which detailed expenditure associated with the proposed dismissal of employees on the grounds of redundancy for the period October 2016 to December 2016. The report also provided an overview and analysis of all redundancies which had been made by the Council since 2011.

Resolved: That the expenditure associated with the proposed dismissal of employees on the grounds of redundancy for the period October 2016 to December 2016, as detailed in Annex C of the report, be noted.

Reason: In order to provide an overview of the expenditure and to maintain transparency and scrutiny of the process.

12. Changes to Appointments to Outside Bodies

At the Annual Council meeting on 26 May 2016, appointments had been made to Outside Bodies. The committee was asked to consider the following changes to the membership of Outside Bodies:

- (i) Councillor Brooks to replace Councillor Rawlings on the Standing Advisory Council on Religious Education (SACRE), in view of her previous experience in this capacity.
- (ii) Charlie Croft, Assistant Director of Communities and Equalities, as the Council's second Director on the Make it York Board.

- (iii) The removal of Councillor Ayre as the substitute representative on the Mental Health and Learning Disabilities Partnership Board, as substitute Members are no longer required.

Resolved: That the following appointments be made to committees of the Council and outside bodies:

- (i) Councillor Brooks to replace Councillor Rawlings on the Standing Advisory Council on Religious Education (SACRE)
- (ii) Charlie Croft, Assistant Director of Communities and Equalities appointed as the Council's second Director on the Make it York Board
- (iii) The removal of Councillor Ayre as the substitute representative on the Mental Health and Learning Disabilities Partnership Board

Reason: In order to make appropriate appointments to the Council's committees and outside bodies for the current municipal year.

Councillor D Carr, Chair

[The meeting started at 5.30 pm and finished at 5.40 pm].

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Staffing Matters and Urgency Committee**6 March 2017**

Report of the Assistant Director - Legal and Governance

Changes to Committee and Outside Body Appointments**Summary**

1. At the Annual Council meeting on 26 May 2016, appointments were made to Committees, Sub-Committees and Outside Bodies for the 2016/17 municipal year. Since then Cllr Steward has stepped down as Executive Member for Finance and Performance, the Leader has taken responsibility for that portfolio and appointed Cllr Lisle in his place as the new Executive Member for Housing & Safer Neighbourhoods. Further to these changes there are a number of consequential changes to the membership of Committee's and Outside Bodies, as set out below.

Background

2. The Council makes appointments at its Annual Meeting, to Committees and Outside Bodies. As the Staffing Matters & Urgency Committee has authority to deal with any changes or appointments to those Committees and Outside Bodies, in year, the following are put forward for consideration;

- **Audit & Governance Committee**
- **Corporate and Scrutiny Management Policy & Scrutiny Committee**

To appoint Cllr Steward to replace Cllr Lisle on the above Committees.

- **Economic Development & Transport Policy & Scrutiny Committee**

To appoint a Conservative Member to replace Cllr Lisle as substitute representative on the Economic Development & Transport Policy & Scrutiny Committee (TBC).

- **Local Government York, North & East Riding Housing Board**
- **North Yorkshire Strategic Housing Partnership**
- **Safer York Partnership**

To appoint Cllr Lisle to replace Cllr Carr on the above Board's and Partnership bodies.

- **North Yorkshire Pension Fund Committee**

To appoint Cllr Carr to replace Cllr Steward on the North Yorkshire Pension Fund Committee.

- **York College Governing Body**

To appoint Cllr Brooks to replace Cllr Rawlings on the York College Governing Body.

Consultation

3. Normal processes to consult the relevant political Group have been applied to ensure the Group nominate 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 for the Groups concerned to nominate appropriate candidates to either replace the Member concerned or to fill the position that has become available.

Council Plan

5. Maintaining an appropriate decision making and scrutiny structure and appointees to 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.

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 agree the changes to Committees and outside body membership as outlined in paragraph 2 of the report.

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
Tel: (01904) 551030

Chief Officer Responsible for the report:

Andy Docherty
Assistant Director, Legal and Governance

Report

Date 23 February 2017

Specialist Implications Officers

Not applicable

Wards Affected: All

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**6 March 2017****Report of the Deputy Chief Executive and Director Customer and Corporate Services****Pension or Exit Discretion****Summary**

1. This report advises the Staffing Matters and Urgency Committee of the expenditure associated with pension or exit discretions in accordance with council policy.

Background

2. The background and detailed case surrounding each proposal are contained in the individual business cases attached as confidential annexes to this report.

Consultation

3. All of the proposed pension or exit discretions 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 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:

Consider each proposal as detailed in the annexes.

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

Contact Details

Author:

Mark Bennett
Head of Human Resources
(01904) 554518

Chief Officer Responsible for the report:

Ian Floyd
Director Customer and Corporate Services

Report Approved

Date 17 February 2017

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

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

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