



## **Notice of a public meeting of**

### **Staffing Matters & Urgency Committee**

- To:** Councillors Steward (Chair), Aspden (Vice-Chair) and Williams
- Date:** Monday, 28 September 2015
- 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 annexes to Agenda Item 6 (Redundancy) on the grounds that they contain information relating to an individual and to the financial or business affairs of a particular person including the authority holding that information. This information is classed as exempt under paragraph 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 - 2)**

To approve and sign the minutes of the meeting of the Staffing Matters & Urgency Committee held on 14 September 2015.

### **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 **5.00pm on Friday 25 September 2015**. 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 sound 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/downloads/file/6453/protocol\\_for\\_webcasting\\_filming\\_and\\_recording\\_of\\_council\\_meetingspdf](http://www.york.gov.uk/downloads/file/6453/protocol_for_webcasting_filming_and_recording_of_council_meetingspdf)*

### **5. Appointments to Committees and Outside Bodies (Pages 3 - 6)**

This report asks Members to agree to the appointment of an additional substitute on the Health and Wellbeing Board.

## 6. Redundancy (Pages 7 - 8)

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.

## 7. Urgent Business

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

### Democracy Officer:

Name: Laura Bootland

Contact details:

- Telephone – (01904) 552062
- E-mail – laura.bootland@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 میا کی جاسکتی ہیں۔ (Urdu)

 (01904) 551550

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City of York Council

Committee Minutes

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Meeting	Staffing Matters & Urgency Committee
Date	14 September 2015
Present	Councillors Aspden (Vice-Chair in the Chair), Williams and Rawlings (substitute for Councillor Steward)
Apologies	Councillor Steward

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### **30. Declarations of Interest**

At this point in the meeting Members were asked to declare any personal interests, not included on the Register of Interests, or any prejudicial or disclosable pecuniary interests they may have in respect of business on the agenda. None were declared.

### **31. Exclusion of Press and Public**

Resolved: That the press and public be excluded from the meeting during consideration of annexes to Agenda Item 5 (Pension or Exit Discretion) on the grounds that it contains 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).

### **32. Minutes**

Resolved: That the minutes of the last meeting of the Staffing Matters and Urgency Committee held on 1 September 2015 be approved and signed by the Chair as a correct record.

### **33. Public Participation**

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

**34. Pension or Exit Discretion**

Members received a report which advised them of the expenditure associated with pensions and exit discretions in respect of one voluntary redundancy and a flexible retirement request.

Confidential annexes containing details of the cases were circulated at the meeting.

Resolved: That a request for one voluntary redundancy be noted and a request for one flexible retirement be approved.

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

Cllr Aspden, Chair

[The meeting started at 5.30 pm and finished at 5.35 pm].



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**Staffing Matters and Urgency Committee****28 September 2015**

Report of the Assistant Director, Governance and ICT

**Appointments to Committees and Outside Bodies****Summary**

1. At the Annual Council meeting on 21 May 2015, appointments were made to Committees, Outside and Partnership bodies together with appointments to Chairs and Vice-Chairs for the 2015/16 municipal year.
2. A number of changes to appointments were made at the following Full Council meeting on 16 July 2015. The majority of these outstanding appointments were agreed at this meeting, but since then a request for a further nomination has been received for one of the Council's Board's.

**Background**

3. The Council makes appointments at its Annual Meeting, to Committees for the coming year. As the Staffing Matters & Urgency Committee has authority to deal with any changes or appointments to those Committees and bodies within year, the following addition has been put forward for consideration:

**Health and Wellbeing Board**

A request has been received for Superintendent Richard Anderson, of the North Yorkshire Police to be appointed as the second substitute for Deputy Chief Constable Tim Madgwick, on the Council's Health and Wellbeing Board.

4. This matter has been brought to the Staffing Matters and Urgency Committee for agreement as the next meeting of the Health and Wellbeing Board is due to take place on 21 October 2015.

**Consultation**

5. As this is a substitute appointment to the Health and Wellbeing Board no consultation has been undertaken in respect of the appointment.

## **Options**

6. There are no options for this nomination.

## **Council Plan 2011-15**

7. Maintaining an appropriate decision making and scrutiny structure and appointees to that, together with appropriate nominees to outside bodies, contributes to the Council delivering its core priorities set out in the current 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.

## **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**

11. Staffing Matters and Urgency Committee is asked to endorse the appointment of Superintendent Richard Anderson as a substitute member on the Council's Health and Wellbeing Board.

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** 18 September  
2015

**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

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**Staffing Matters and Urgency Committee****28 September 2015**

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 him.

**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:
  - 1) 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  
Director of Customer and Business  
Support Services

**Report**  **Date** 18.9.15

**Approved**

**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)