



Notice of a public meeting of

Staffing Matters & Urgency Committee

To: Councillors Aspden (Chair), D'Agorne (Vice-Chair), Hook and D Myers

Date: Tuesday, 24 March 2020

Time: 4.00 pm

Venue: The Auden Room - Ground Floor, West Offices (G047)

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 and B to Agenda Item 8 (Pension or Exit Discretion) 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 17 February 2020.

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 **Monday 23 March 2020 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.

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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_for_webcasting_filming_and_recording_of_council_meetings_20160809.pdf

5. Corporate Management Team (CMT) Restructure (Pages 5 - 18)

This report provides Staffing Matters & Urgency Committee (SMU) with early options for a revised corporate management team, which will ensure efficiencies are made as agreed in SMU committee in February 2020.

6. Changes to Membership of Committees and Other Bodies (Pages 19 - 22)

This report seeks approval for amendments to the Council's appointments to committees and outside bodies.

7. Work Plan (Pages 23 - 26)

To consider the Committee's draft work plan for the municipal year 2019-20.

8. Pension or Exit Discretion (Pages 27 - 36)

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

9. Urgent Business

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

Democracy Officer
Louise Cook

Contact details:

- Telephone – (01904) 551031
- Email - louise.cook@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

City of York Council

Committee Minutes

Meeting	Staffing Matters & Urgency Committee
Date	17 February 2020
Present	Councillors Aspden (Chair), D'Agorne (Vice-Chair), Hook and D Myers

60. 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.

61. Exclusion of Press and Public

Resolved: That the press and public be excluded from the meeting during the consideration of Annex A to Agenda Item 5 (Achieving Efficiencies and Pensions with Exit Discretions) on the grounds that it contained information relating to individuals and the financial affairs of particular persons. This information was 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).

62. Minutes

Resolved: That the minutes of the Staffing Matters and Urgency Committee held on 20 January 2020 be approved and then signed by the Chair as a correct record.

63. Public Participation

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

64. Achieving Efficiencies and Pensions with Exit Discretions

Members considered a report which detailed expenditure associated with achieving efficiencies and a pension or exit discretion in accordance with Council policy.

The Director of Governance and the Corporate Finance & Commercial Procurement Manager (Interim S151 officer) were in attendance to provide an update regarding the request received from a member of Corporate Management Team (CMT) to be considered for early retirement.

Officers confirmed they had considered the proposal and looked at a potential structure going forward and it was anticipated that a minimum of £50,000 per annum could be made in efficiencies.

Members considered the background and detail surrounding the proposal, which was contained in the business case attached as an exempt annex to the report.

Following a detailed discussion and in answer to Members questions, it was noted that officers could provide further clarity regarding:

- the timeline to incorporate the revised Customer and Corporate Services structure.
- the Council's Constitution concerning staffing matters.
- Statutory payments, redundancy and pension costs.
- future arrangements.

Members noted that they would consider proposals to make efficiency savings across the Corporate Management Team structure at the next Staffing Matters and Urgency Committee.

Resolved:

- (i) That the retirement request, as detailed in Annex A of the report, be agreed.
- (ii) That the proposed structure for Corporate Management Team be received at the next Staffing Matters and Urgency Committee.

Reason: To allow efficiencies to be made across the CMT structure.

Cllr Aspden, Chair

[The meeting started at 5.30 pm and finished at 6.20 pm].

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Staffing Matters & Urgency Committee**24 March 2020**

Report of the Head of HR & OD

Corporate Management Team (CMT) Restructure**Summary**

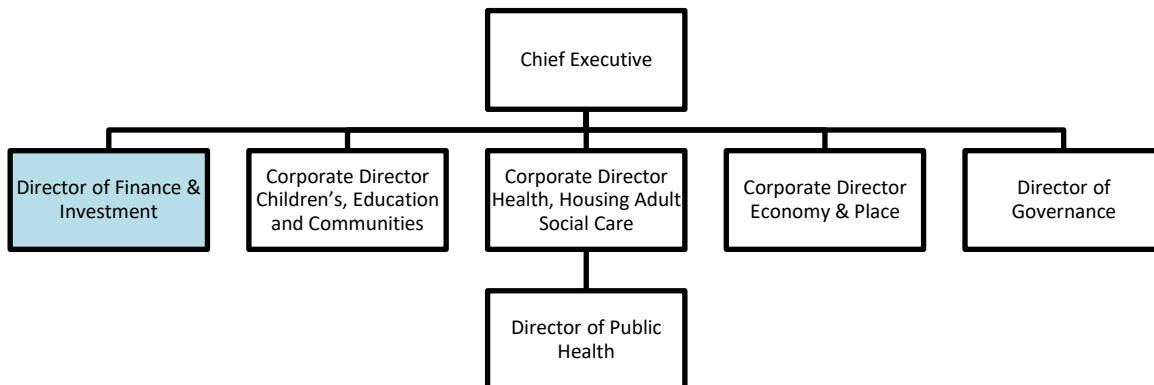
1. This report provides Staffing Matters & Urgency Committee (SMU) with early options for a revised Corporate Management Team (CMT), which will ensure efficiencies are made as agreed in SMU committee in February 2020.
2. Efficiency savings of at least £81k per annum are to be made from the senior management structures.
3. This paper is the first stage of a consultation process, with a paper returning to SMU in May 2020.
4. This paper also recommends that the current interim arrangements for the Head of Paid Service and Section 151 continue.

Background

5. It was proposed and agreed by SMU committee on 17 February 2020, to receive a report in March 2020, to consider efficiency savings across the Corporate Management Team.
6. In that meeting on 17 February 2020, SMU were asked to consider an early retirement request from a member of CMT. This was considered and agreed by committee (in line with Council's policies and procedures, constitution, HR and legal advice). This was a decision made that then allowed officers to progress with HR and legal processes.
7. Those processes have now concluded and the member of staff leaves CYC on 16 March 2020.

Current Structure

- 8. The current structure is shown below, this was agreed in SMU and was shown at Full Council in December 2018. However it should be noted that this is only part implemented and £26k of the agreed savings are still to be achieved.
- 9. At that point, it was agreed that the full structure would not be implemented until the Director of Governance was recruited and in post. The Director of Governance commenced on 16 December 2019. However at that time, due to the long term absence of the Chief Executive, an interim arrangement to cover for the Chief Executive was considered and agreed at SMU in August 2019, and subsequently reviewed in October 2019 and January 2020.
- 10. The part of the structure that has not been implemented is the Director of Finance & Investment. The post holder who assimilated to the Director of Finance and Investment position is currently the Interim Head of Paid Service, as agreed through SMU.
- 11. The current structure as detailed below costs £989k per annum including on costs with an FTE of 7.



Options

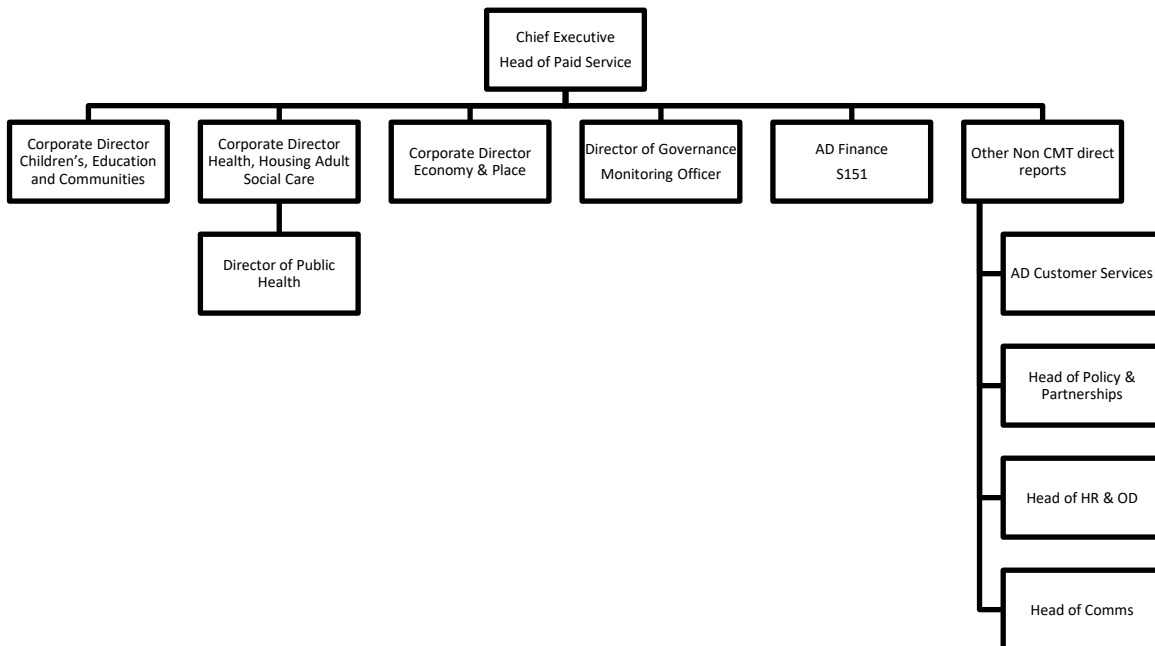
Proposed Structures

- 12. The administration has asked for consideration of potential efficiency savings to be made across the existing CMT structure.

13. The committee needs to be mindful of the efficiency saving that is required, which is a minimum £81k per annum. (Due to the decision made for early retirement on grounds of efficiency made in February 2020 SMU and to achieve the remaining savings from the earlier restructure agreed in December 2018).
14. The proposed structures illustrated are to enable the committee to see the structure of CMT on paper and to start to consider the deletion of a post across the CMT structure. During consultation it is expected that further structures may be identified for consideration, however without the detail gained through consultation and as this is an early informative paper further structures cannot be illustrated at this time.
15. These structures have been proposed as a first step for SMU to consider, however as these roles are key to the successful operation and delivery of the Council Plan and services to York residents, it is recommended that consultation is carried out in more detail with staff directly affected (across CMT, chief officers and heads of service), the trade unions, all political parties and key stakeholders.
16. It is intended that, in line with Council procedures, the intelligence gathered from the consultation throughout March and April is brought back to the SMU committee for consideration in May 2020, before progressing with a preferred structure.
17. Across all the structures proposed it is recommended that the Deputy responsibilities to the Chief Executive / Chief Operating role will be rotated around the Corporate Directors within CMT, holding the nominal title for up to 12 months. There will be no additional remuneration for this responsibility and is on top of their Corporate Director role. It should be noted that the statutory responsibility of Head of Paid Service will sit with the Chief Executive/Chief Operating Officer role in all of the proposals.
18. For information the Chief Officer Pay structure is shown below:

Job Titles	Level	Salary April 19	Job Titles	Level	Salary April 19
Chief Executive	7	£153,891	Directors	4	£97,149
	6	£149,911		3	£93,864
	5	£147,921		2	£90,690
	4	£145,931		1	£87,623
	3	£143,940			
	2	£141,951			
	1	£137,971			
Corporate Directors	4	£109,068	Assistant Directors	4	£79,459
	3	£105,570		3	£76,592
	2	£102,204		2	£74,060
	1	£98,940		1	£71,521

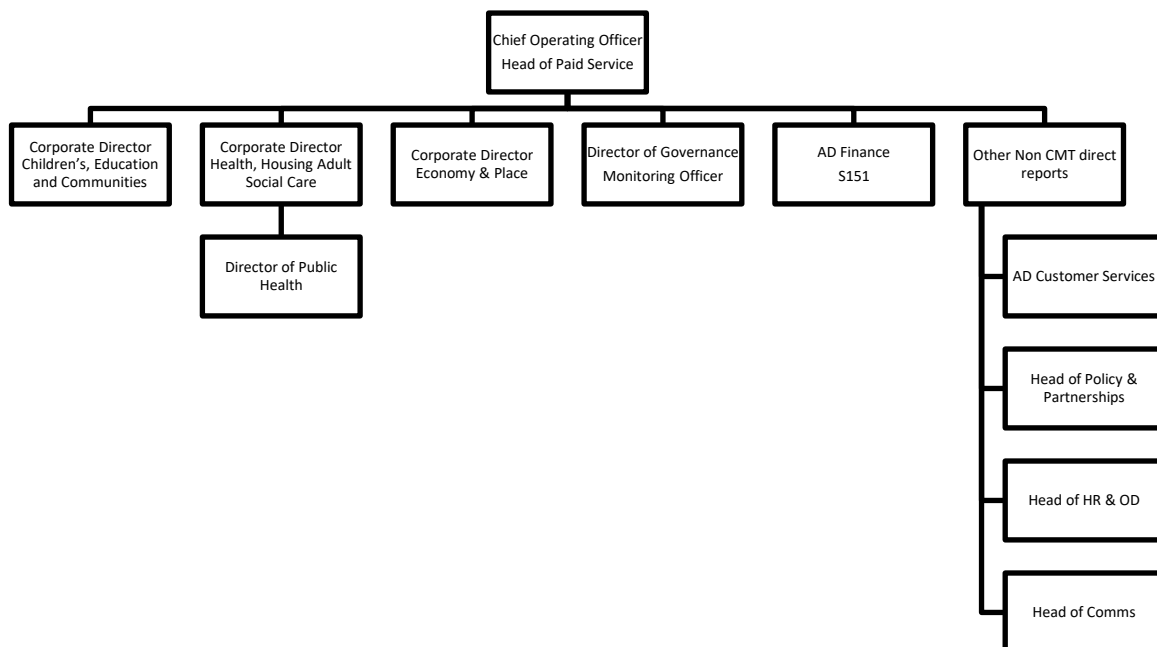
Proposed Structure A



19. This structure retains the Chief Executive post however there would need to be a refocus of attention in the role as it would also need to be responsible for the services provided under the current customer and corporate service directorate, such as Finance, Customer, ICT etc.

20. The Director of Finance and Investment post would be deleted, and section 151 duties will be carried out by a newly created Assistant Director of Finance post. This is a growth post but a proposed amalgamation of one of the Heads of Service in Finance. In addition, an allowance of £10k has been made to facilitate a restructure within finance and procurement to ensure sufficient management capacity across the service.
21. The proposed cost of this structure is £903k therefore an annual efficiency saving of £86k including on costs.

Proposed Structure B



22. This option deletes the Chief Executive and Director of Finance & Investment post and puts in place a Chief Operating Officer.
23. It is proposed that the Chief Operating Officer will work with the Corporate Directors to assure and drive forward robust service improvement programmes that deliver long-lasting change. The COO will be responsible for corporate services and has a strengthened internal focus.

24. In addition section 151 duties will be carried out by a newly created Assistant Director of Finance post. This is a growth post but a proposed amalgamation of one of the Heads of Service in Finance. In addition, an allowance of £10k has been made to facilitate a restructure within finance and procurement to ensure sufficient management capacity across the service.
25. The proposed cost of this structure is £903k therefore an annual efficiency saving of £86k including on costs.
26. It is proposed that the Chief Operating Officer salary band will mirror the first 4 incremental points of the Chief Executive role and hence be capped at the half way point, but still subject to cost of living rises as negotiated nationally. This will lead to additional future savings due to a reduction in the pay spine.

Further Structures

27. Through the detailed consultation that will take place across March and April, further options on the structure of CMT may be identified, in which a post across the CMT structure is deleted to ensure the efficiency savings of £81k per annum are met.

Budget

28. Finance have considered the proposed structures and have confirmed the figures within the paper.
29. Efficiency savings of £81k per annum is required through any proposed structure.

Consultation

30. Until detailed consultation has been carried out, a preferred structure cannot be formally consulted upon. Once a preferred structure is identified and the impact on individuals is known then the normal consultation processes, in line with Council policies, employment legislation and HR practice will be followed.
31. It is therefore recommended that detailed consultation takes place in March and April with staff directly affected (across CMT, chief officers and heads of service), the trade unions, all political parties and key stakeholders.

32. It is recommended that the Head of HR & OD leads this consultation.
33. CMT, Heads of Finance and Trade unions are aware of this paper and the need to consider a structure but understand that it is at an early/formative stage and that the consultation will form the proposed future structure.
34. The Council will also seek support from the LGA Workforce Development Team as part of the consultation. They will provide support to carry out a skills analysis on any proposed structure so that SMU have all the relevant information required upon which to make a decision.

Council Plan

35. Restructuring will contribute to delivering the Council Plan and its priorities, enabling the Council to remain proactive and fit for purpose for the future.

Implications

Financial

36. Efficiency savings of at least £81k per annum is required.

Human Resources (HR)

37. There are a number of HR implications. The Council's transformation policy must be adhered to during the process to ensure fair and equitable treatment of all staff affected.

Equalities

38. There are no equalities implications at this time, however, the Council needs to have due regards to the public sector equality duty, which will be kept under review.

Legal

39. The Council must ensure that its employment policies and procedures are followed so as to avoid any future legal challenge.

Crime and Disorder, Information Technology and Property

40. There are no identified implications.

Risk Management

41. This is a key area of the Council and integrated into the members, along with active public involvement. There will be public interest and we have to ensure the confidentiality of staff involved in the restructure is maintained even to the pressure of outside parties.

Recommendations

42. SMU are recommended:

- i) To consider initial proposals to restructure the corporate management team, to ensure efficiency savings can be realised;
- ii) To agree to further consultation to be carried out with staff directly affected by the proposals, trade unions, political groups and other key stakeholders;
- iii) To agree that the consultation is led by the Head of HR & OD due to the roles involved;
- iv) To agree to receive the consultation feedback and a proposed structure to SMU in May 2020;
- v) To note that when a proposed structure has been identified and agreed within SMU then formal consultation with staff affected will be carried out in line with HR practices and procedures; and
- vi) That during the consultation period the interim arrangements that are currently in place to cover for the Chief Executive and Head of Paid Service are extended. The report received by SMU in January 2020 approving these arrangements is included for reference at Annex A.

Reason: To allow efficiencies to be made across the CMT structure.

Author:

Trudy Forster
Head of HR
Human Resources
Ext 01904 553984

Report X **Date** 13/03/2020
Approved

Specialist Implications Officer(s):

Wards Affected: All X

For further information please contact the author of the report

Background Papers: None

Annexes:

Annex A – SMU paper 20 January 2020

Abbreviations

CMT – Corporate Management Team

COO - Chief Operating Officer

CYC- City of York Council

FTE - Full time equivalent

HR - Human Resources

LGA – Local Government Association

OD – Organisational Development

SMU – Staffing Matters and Urgency Committee

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Staffing Matters & Urgency Committee**20 January 2020**

Report of the Head of Human Resources

Interim cover for the Chief Executive**Summary**

1. Further to the original decision Staffing Matters and Urgency Committee made in August and further consideration in October 2019, this report provides an update and recommendations on the continued provision to cover the Head of Paid service duties in the ongoing absence of the Chief Executive.
2. It was agreed to review this arrangement in January if the Chief Executive had not returned to work.

Background

3. The Chief Executive remains unwell to attend work, however the Council need to continue to carry out its full functions and the Chief Executive role is key, as Head of Paid Service, in ensuring the delivery of the council's functions and in moving the council forward.
4. There is currently no known end date for the absence. The interim arrangements, as agreed in October, were on the basis that the Chief Executive remained off work, however if she returned to work then the interim arrangements, as agreed, would cease with immediate effect.
5. It was agreed in October that the Deputy Chief Executive will continue as the Interim Head of Paid Service and that the Deputy Statutory Section 151 Officer is assigned as the Statutory Section 151 Officer.
6. The cost of this arrangement, as detailed in the paper in October is an additional £2,408 per month for the Chief Executive and an additional £690 per month for the officer acting as the Section 151 Officer.
7. No further options have been considered at this time. The options presented in both August and October therefore remain unchanged.

Options and Analysis for interim cover

Option 1

8. To continue on the current arrangements. Leaving the Deputy Chief Executive as Interim Head of Paid Service and the Deputy Section 151 Officer as Section 151 Officer. The cost per month of this arrangement is £3,098.

Option 2

9. In the original paper, in August, option 2 was for the DCEX to act as interim Head of Paid service but consideration could be given to increase the Chief Officer establishment on a temporary basis to have an AD for Finance incorporating the Section 151 duties.
10. This will require approval at Council as there is an increase in the establishment of Chief Officers, even if temporarily, and there would need to be an internal recruitment process which will take time.
11. The cost of this option would be :
 - £2,408 per month for the DCEX and then a cost of an AD post,
 - Additional cost from grade 12 to AD estimated at £1,531 per month
 - Backfill would be required within Finance estimated for the purpose of this report at a grade 10. £3,392 per month.
12. We would need to recruit internally for the AD position if approved.
13. However it should be noted that the interim arrangements, as detailed in option 1 are working satisfactorily at the moment.

Option 3

14. To advertise and recruit for an Interim Chief Executive on an initial 3 month contract, with the flexibility to extend.
15. This would retain the DCEX in his current role.
16. However to recruit for this is likely to take at least two months until someone is in post. There would be the cost of advertising and interviewing, estimated at around £5,000.
17. As it is an interim arrangement the cost per day is estimated at £1,000 including expenses. This on average per month based on 21 working days would cost the authority £21,000.

18. The committee should note that the Chief Executives absence is reviewed on a monthly basis and therefore she may be fit to return to work at any point in the future and therefore careful consideration should be given as to whether it is appropriate to commit to any longer term interim provision at this time.

Consultation

19. Trade Unions were consulted on the current interim provision and were supportive of the need for interim provision. Staff indirectly affected through the interim arrangements have been supportive of the approach taken to date.

Council Plan

20. Making an appointment to this post will contribute to delivering the Council Plan and its priorities.

Implications

21. The following implications have been considered:
 - **Financial** – The cost of each option is detailed above.
 - **Human Resources (HR)** – Temporary changes to contracts will be needed in options 1 and 2, therefore the necessary process will be followed. Option 2 would require recruitment to the post.
 - **Equalities** - There are no equalities implications.
 - **Legal** – Internal appointments into statutory positions can be done without the need for an appointments sub-committee and can be sanctioned by SMU. There is no requirement to go through to full council.
 - **Crime and Disorder** – There are not 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

22. The interim arrangements mitigate the risk to the Authority of not separating out the statutory functions of the Section 151 and Head of Paid

Service which could impact upon the effective delivery of services to the residents of York.

Recommendations

23. It is recommended that SMU:

- (i) Agree to option 1 and continue with the current interim arrangements.
- (ii) To agree to continue to pay the additional supplements for Interim Head of Paid Service and Section 151 Officer as detailed in option 1.
- (iii) To note that all interim arrangements would cease with immediate effect upon the return of the Chief Executive.
- (iv) To review the interim arrangements in April if the Chief Executive remains absent.

Reason: To provide suitable cover in the absence of the Chief Executive.

Contact Details

Author:

Trudy Forster

Head of HR

01904 553985

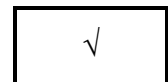
**Report
Approved**



Date 7/01/2020

Wards Affected:

All



For further information please contact the author of the report

Abbreviations

AD – Assistant Director

DCEX – Deputy Chief Executive

SMU - Staffing Matters & Urgency Committee



Staffing Matters and Urgency Committee

24 March 2020

Report of the Director of 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 22 May 2019, appointments were made to Committees, Sub-Committees and Outside Bodies for the 2019/20 municipal year. Further changes are now required to the membership of committees, 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 changes are put forward for consideration:

School Admission and/or Exclusion Appeals Panellists
To appoint Ann Kay and Nicola Lyons

Make It York Board
Councillor Smalley to replace Councillor Mason on the Board.

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 for the Groups concerned to nominate appropriate candidates to either replace the Member concerned or to fill the position that has become available. This Committee will then consider and determine those nominations.

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.

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 changes 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 Civic and
Democratic Services
Tel: (01904) 551030

Chief Officer Responsible for the report:

Janie Berry
Director of Governance

Report

Date 13 March 2020

Specialist Implications Officers

Not applicable

Wards Affected:

All

For further information please contact the author of the report

Background Papers: None

Annexes: None

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**Staffing Matters & Urgency Committee
Draft Work Plan 2019-20**

2 December 2019	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements 2. Draft work plan
20 January 2020	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements 2. Workforce demographics at 30 Sept 2019 (would normally be December) <ul style="list-style-type: none"> • FTE • Equality Data • Absence and Well Being • Starters and Leavers <ul style="list-style-type: none"> ○ Reasons for leaving i.e. retirement, redundancy, dismissal, settlement agreement • Agency
3 February 2020	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements
24 March 2020	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements 2. CMT Structure
6 April 2020	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements

5 May 2020	1. Redundancy, Retirement and Settlement Agreements
8 June 2020 (Provisional)	1. Redundancy, Retirement and Settlement Agreements 2. Workforce demographics at 31 March 2020 <ul style="list-style-type: none"> • FTE • Equality Data • Absence and Well Being • Starters and Leavers <ul style="list-style-type: none"> ○ Reasons for leaving i.e. retirement, redundancy, dismissal, settlement agreement • Agency
13 July 2020 (Provisional)	1. Redundancy, Retirement and Settlement Agreements
10 August 2020 (Provisional)	1. Redundancy, Retirement and Settlement Agreements
14 Sept 2020 (Provisional)	1. Redundancy, Retirement and Settlement Agreements
19 Oct 2020 (Provisional)	1. Redundancy, Retirement and Settlement Agreements

<p>16 Nov 2020 (Provisional)</p>	<p>1. Redundancy, Retirement and Settlement Agreements</p>
<p>14 Dec 2020 (Provisional)</p>	<p>1. Redundancy, Retirement and Settlement Agreements 2. Workforce demographics at 30 September 2020</p> <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

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Staffing Matters and Urgency Committee**24 March 2020**

Report of the Interim Head of Paid 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 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 (People 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 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:

Trudy Forster
Head of HR
Human Resources
01904 553984

Chief Officer Responsible for the report:

Ian Floyd
Interim Head of Paid Services

Report Approved

Date 11/03/20

Wards Affected:

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

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

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