

## Notice of a public meeting of

### Staffing Matters & Urgency Committee

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

**Date:** Monday, 27 October 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 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).

#### 3. **Minutes** (Pages 1 - 4)

To approve and sign the minutes of the meeting of the Staffing Matters & Urgency Committee held on 29 September 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 **Friday 24 October 2014 at 5.00 pm**.

*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](http://www.york.gov.uk/downloads/download/3130/protocol_for_webcasting_filming_and_recording_of_council_meetings)*

#### **5. Pension or Exit Discretion (Pages 5 - 6)**

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

#### **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](mailto: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

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

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Meeting	Staffing Matters & Urgency Committee
Date	29 September 2014
Present	Councillors Alexander (Chair), Fraser, Simpson-Laing (Substitute for Councillor Boyce), Reid (Substitute for Councillor Aspden) and Richardson (Substitute for Councillor Steward)
Apologies	Councillors Aspden, Boyce and Steward

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**30. Declarations of Interest**

At this point in the meeting, Members were asked to declare any personal, prejudicial or pecuniary interests they may have in the 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 the annex to agenda item 6 on the grounds that it contains information relating to individuals and the financial affairs of particular persons.

**32. Minutes**

Resolved: That the minutes of the last meeting held on 1<sup>st</sup> September 2014 be approved and signed by the Chair as a correct record.

**33. Public Participation**

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

**34. Changes to Appointments to Council Bodies**

Members considered a report which outlined a request from the Micklegate Ward Councillors for Councillor Gunnell to replace Councillor Fraser on the Terry's Community Forum.

This change had been requested since the agreed list of appointments went to the Annual Council meeting on 20<sup>th</sup> May 2014. The appointment was brought to the Staffing Matters and Urgency Committee for agreement in view of the timing of meetings of the body.

Resolved: That Staffing Matters and Urgency Committee agreed the appointment of Councillor Gunnell to replace Councillor Fraser on the Terry's Community Forum.

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

### **35. Redundancy**

Members received a summary report covering the period May 2014 to September 2014 which advised them of the expenditure associated with pension discretions and proposed dismissals of a number of employees on the grounds of voluntary and compulsory redundancy .

In response to Officer's questions about the possibility of Staffing Matters and Urgency Committee considering Pensions Discretions in the same way as redundancies, the Chair asked that a report containing further information on Pension Discretions be brought to a future meeting.<sup>1</sup>

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

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

#### Action Required

1. Report on Pensions Discretions

MB

Councillor J Alexander, Chair  
[The meeting started at 1.00 pm and finished at 1.20 pm].



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**Staffing Matters and Urgency Committee****27<sup>th</sup> October 2014**

Report of the Director of Customer and Business Support 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 to be circulated at the meeting as 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 Business HR  
Human Resources  
Ext 4518

**Chief Officer Responsible for the report:**

Ian Floyd  
Director of Customer and Business  
Support Services

**Report**  **Date** 17<sup>th</sup> October  
**Approved**  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 (Confidential and to be circulated at the meeting)