



**Notice of a public meeting of
Staffing Matters & Urgency Committee**

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

Date: Monday, 14 August 2017

Time: 5.30 pm

Venue: The King Richard III Room (GO49) - West Offices

A G E N D A

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) and agenda item 7 (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 - 6)

To approve and sign the minutes of the meeting of the Staffing Matters & Urgency Committee held on Monday 3 July 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 11 August 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 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. Changes to Committee and Outside Body Appointments (Pages 7 - 10)

This report asks Members to agree changes to the membership of a number of committees.

6. Redundancy (Pages 11 - 26)

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. Pension or Exit Discretion (Pages 27 - 44)

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

8. Urgent Business

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

Democracy Officers:

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 Officers 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	3 July 2017
Present	Councillors Carr (Chair), Aspden (Vice-Chair) and N Barnes
Apologies	Councillor Looker

9. 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.

10. Exclusion of Press and Public

Resolved: That the press and public be excluded from the meeting during the consideration of annexes to Agenda Items 7 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).

11. Minutes

Resolved: That the minutes of the Staffing Matters and Urgency Committee held on 5 June 2017 be approved and then signed by the Chair as a correct record.

12. Public Participation

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

13. Proposed 12 Month Pilot for the Payment of 'Golden Hellos' and 'Golden Handcuffs' to Social Workers in the Referral & Assessment Team in Children's Services

Members considered a report that asked them to approve a 12 month pilot for the payment of 'golden hellos' and 'golden handcuffs' to social workers in the Referral & Assessment team in Children's Services.

The Head of Human Resources explained the reasons for this proposal and confirmed there were regional and national shortages of staff to work in these roles and the cost of providing short term cover through agency workers caused a significant financial pressure. He went on to explain that a "golden hello" was an amount paid to an employee as an inducement to take up employment with a particular employer and a "golden handcuff" was an amount paid to existing employees as a means of holding on to key employees and increasing employee retention rates.

Members discussed the proposals put forward and noted that a 'golden hello' payment of £2500 (pro-rata for part time) would be payable to all new starters, as a one off payment, on the successful completion of the probationary period and a 'golden handcuff' payment of £2500 (pro-rata for part time) would be paid to all current staff in the Referral & Assessment Team.

Following discussions on the financial implications and questions from Members, officers confirmed:

- This process had been successful in other Local Authorities, when used alongside other strategies to recruit to these posts where there was a national shortage of workers.
- They would continue to engage student social workers.
- They would monitor the pilot and would bring back an update to this committee and to the relevant Executive Member Decision Session.
- Further discussions would take place with trade union colleagues and appropriate staff prior to implementing these payments.
- The payment would be recovered in full, should a member of staff leave the authority within one year of the agreement.

- 50% of the payment would be recovered, should a member of staff leave within two years of the agreement.

Members considered the impact this proposal would have on the department and agreed implementation would need to be handled vigilantly.

Resolved: That the payment of 'golden hellos' and 'golden handcuffs' to social workers in the Referral & Assessment team in Children's Services for a 12 month pilot period, be agreed.

Reason: To support the recruitment and retention of social work staff to stabilise the R&A team.

14. Changes to Committee and Outside Body Appointments

At the Annual Council meeting on 25 May 2017, appointments were made to Outside Bodies for the 2017/18 municipal year.

The committee considered the following requests:

- Area Planning Sub Committee
To appoint Cllr Pavlovic as Labour substitute.
- Audit and Governance Committee
To appoint Cllr Looker as Labour substitute.
- Children Education and Communities Policy and Scrutiny Committee
To appoint Cllr Crawshaw to replace Cllr Wells as a Committee Member.
To appoint Cllr Wells as Labour substitute.
- Corporate Appeals Panel
To appoint Cllr Funnell as Labour substitute.
- Customer and Corporate Services Scrutiny Management Committee
To appoint Cllr Crisp as Labour substitute.
- Economy and Place Policy Development Committee
To appoint Cllr Williams as Labour substitute.

- Economy and Place Scrutiny Committee
To appoint Cllr Flinders as Labour substitute.
- Education Appeals Panel
To appoint Cllr Crawshaw as Labour substitute.
- Equality Advisory Group
To appoint Cllr Crisp as Labour substitute.
- Health, Housing and Adult Social Care Policy and Scrutiny Committee
To appoint Cllr Pavlovic to replace Cllr S Barnes.
To appoint Cllr Derbyshire as Labour substitute.
- Health and Wellbeing Board
To appoint Cllr S Barnes as Labour substitute.
- Housing Appeals Panel
To appoint Cllr Derbyshire as Labour substitute.
- Joint Standards Committee
To appoint Cllr Shepherd as Labour substitute.
- Local Plan Working Group
To appoint Cllr D Myers as Labour substitute.
- Planning Committee
To appoint Cllr Crawshaw as Labour substitute.
- Staffing Matters and Urgency Committee
To appoint Cllr S Barnes as Labour substitute.
- North Yorkshire Fire and Rescue Authority
To appoint Cllr Funnell as Labour substitute.
- York Central Community Forum
To appoint Cllr Crawshaw.
- Terry's Community Forum
Cllr Crawshaw to replace former Cllr Gunnell.

Members noted that the amendments to the Micklegate York Charitable Trust outside body was still under deliberation and an additional proposal was put forward that Cllr Reid replaced Cllr

Orrell as a Committee Member on the Economy and Place Scrutiny Committee.

Resolved: That the above changes, to Committees and outside body memberships, be agreed.

Reason: In order to make appropriate appointments to the Council's

15. Pension or Exit Discretion

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

The background and detailed case surrounding the proposal was contained in the business case attached as a confidential annexe to the report.

Following a detailed discussion Members showed some dissatisfaction on the content of the business case and requested officers ensure future reports put forward consider the potential specific implications for service delivery and detail proposals for how this will be managed.¹

Resolved: That the expenditure associated with the proposed pension or exit discretion, as detailed in Annex A of the report, 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.

Action Required

<1> Ensure future reports put forward consider the potential specific implications for service delivery and detail proposals for how this will be managed

<1>
MB

Cllr Carr, Chair

[The meeting started at 6.00 pm and finished at 6.30 pm].

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Staffing Matters and Urgency Committee

14 August 2017

Report of the Assistant Director - Legal and Governance

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

1. At the Annual Council meeting on 25 May 2017, appointments were made to Committees, Sub-Committees and Outside Bodies for the 2017/18 municipal year. There are now a number of further 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;

Customer and Corporate Services Scrutiny Management Committee

To appoint Cllr K Myers to replace Cllr Steward.

Gambling, Licensing and Regulatory Committee

To appoint Cllr T Richardson to fill a Conservative vacancy.

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 1 August 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

14 August 2017

Report of the Director 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 attached 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:

Claire Waind
Senior HR Business
Partner
(01904) 554519

Chief Officer Responsible for the report:

Ian Floyd
Director of Corporate and Customer
Services

**Report
Approved**

Date 28 July
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

Confidential Annexes A, B & C - 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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Staffing Matters and Urgency Committee

14 August 2017

Report of the Director of 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:

Claire Waind
Senior HR Business
Partner
(01904) 554519

Chief Officer Responsible for the report:

Ian Floyd
Director of Corporate and Customer
Services

**Report
Approved**

Date 28 July 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

Confidential Annexes A, B, C & D – Individual Business Cases

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