



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

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

Date: Monday, 6 August 2018

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 5 (Redundancy) and agenda item 6 (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 2 July 2018.

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 August 2018 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 that, subject to available resources, this meeting will be filmed and webcast, or recorded, including 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. Redundancy (Pages 5 - 10)

This report advises the Committee of the expenditure associated with the proposed dismissal of a number of employees on the grounds of redundancy.

6. Pension or Exit Discretion (Pages 11 - 20)

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.

a) Changes to Membership of Committees, Joint Committees administered by other Councils, Regional Local Authority Bodies and Other Bodies (Pages 21 - 24)

This report seeks approval to appoint a replacement council representative on the North Yorkshire Police and Crime Panel.

In accordance with section 100B(4)(b) of the 1972 Local Government Act, the Chair has agreed for the Committee to consider this report under urgent provisions, in order that the Council can be represented at a key meeting of the Police and Crime Panel which is scheduled to take place before the next ordinary meeting of this Committee.

Democracy Officer

Angela Bielby

Contact details:

- Telephone – (01904) 552599
- Email - a.bielby@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	2 July 2018
Present	Councillors Gillies (Chair) and Aspden (Vice-Chair)
Apologies	Councillor Looker

11. 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.

12. Exclusion of Press and Public

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

13. Minutes

Resolved: That the minutes of the Staffing Matters and Urgency Committee held on 4 June 2018 be approved and then signed by the Chair as a correct record.

14. Public Participation

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

15. Appointment of Interim Corporate Directors for Health, Housing & Adult Social Care and Children's, Education and Communities. Appointment of Permanent Corporate Directors for Health, Housing & Adult Social Care and Children's, Education and Communities.

Members considered a report that proposed to appoint interim Corporate Directors for Health, Housing & Adult Social Care and Children's, Education and Communities and to permanently recruit Corporate Directors for Health, Housing & Adult Social Care and Children's, Education and Communities.

The Head of HR presented the report and confirmed that approval was sought to establish two Appointment Sub-Committee's for the Chief Officer Appointments and to delegate sufficient powers to those Sub-Committees, to enable them to conduct the recruitment process, select and appoint a candidate.

It was noted that the permanent posts would be advertised in September 2018 with the recruitment taking place in October 2018.

In answer to Members questions regarding the expenditure involved for Resourcing Solutions (North Yorkshire County Council) to support the recruitment process, officers confirmed that City of York Council did not have the resources available to run both recruitment processes and that cost comparisons could be provided.¹

The remuneration packages were discussed and it was agreed that each main party (Conservative, Liberal Democrat and Labour) would nominate a panel member for each Sub-Committee.

Resolved:

- (i) That the filling of these posts both permanently and on an interim basis on the remuneration package for the Corporate Director post at a job evaluated salary of £91,647 to £104,832, be approved.

- (ii) That two Appointment Sub-Committees consisting of three Members, one from each main party (1 Conservative, 1 Liberal Democrat and 1 Labour) to include a member of the Executive, be established.
- (iii) That expenditure comparisons between the open market and Resourcing Solutions be provided to Committee Members.

Reason: To progress the appointments and reduce risks highlighted in the report in relation to these critical roles required to deliver the Council's statutory responsibilities.

Action Required

<1> Provide expenditure comparisons between the open market and Resourcing Solutions

<1> TF

16. Changes to Committee Memberships

Members noted that at the Annual Council meeting on 24 May 2018, appointments were made to Committees, Sub-Committees and Outside Bodies for the 2018/19 municipal year and that it was now necessary to make a change, to the membership of committees.

Members agreed that Staffing Matters & Urgency Committee had the authority to deal with any changes or appointments to Committees and Outside Bodies, and they noted the following membership amendments:

- To appoint Cllr Steward as a conservative substitute on the Children, Education and Communities Policy and Scrutiny Committee;
- To appoint Cllr Galvin as a conservative substitute on the Local Plan Working Group;
- Councillor Cannon to replace Cllr Derbyshire on the Audit and Governance Committee and be appointed as Chair.

Resolved: That the above changes to the Children, Education and Communities Policy and Scrutiny Committee, the Local Plan Working Group and the Audit and Governance Committee be agreed.

Reason: In order to make appropriate appointments to the Councils Committees and Outside Bodies for the remainder of the current municipal year.

17. Redundancy

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

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

Resolved: That the expenditure associated with the proposed dismissal of an employee on the grounds of redundancy, as detailed in Annex A of the report, be noted.

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

Cllr Gillies, Chair

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



Staffing Matters and Urgency Committee**6 August 2018**

Report of the Deputy Chief Executive and Director of 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 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 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:
 - 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:

Trudy Forster
Head of HR
Human Resources
Ext 3985

Chief Officer Responsible for the report:

Ian Floyd
Director of Customer and Business
Support Services

**Report
Approved**

Date 6/8/18

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

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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Staffing Matters and Urgency Committee**6 August 2018**

Report of the Director of Corporate and Customer 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:

Trudy Forster
Head of HR
Human Resources
Ext 3984

Chief Officer Responsible for the report:

Ian Floyd
Director of Corporate and Customer Services

Report Approved

Date 25/07/18

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 :

Annex A – Confidential Business Case
Annex B – Confidential Business Case

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
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Staffing Matters and Urgency Committee**6 August 2018**

Report of the Assistant Director - Legal and 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 24 May 2018, appointments were made to Committees, Sub-Committees and Outside Bodies for the 2018/19 municipal year. Further changes are now required to the membership of committees, as set out below.
2. In accordance with section 100B(4)(b) of the 1972 Local Government Act, the Chair has agreed for the Committee to consider this report under urgent provisions, in order that the Council can be represented at a key meeting of the Police and Crime Panel which is scheduled to take place before the next ordinary meeting of this Committee.

Background

3. 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.
4. The following change has been requested:
North Yorkshire Police and Crime Panel
Councillor Steward to replace Councillor Dew as a council representative on this body.

Consultation

5. 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

6. 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

7. 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

8. 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

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. These rules may only be waived where no Member votes against the proposal.

Risk Management

10. In compliance with the Council's risk management strategy, there are no known risks associated with the recommendation in this report.

Recommendations

11. Staffing Matters and Urgency Committee is asked to consider the changes to Committee membership as outlined in paragraph 4 of the report.

Reason: In order to make appropriate appointments to the Council's Committees and Outside Bodies for the remainder of 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 3 August 2018

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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