



## Notice of a public meeting of

### Staffing Matters & Urgency Committee

- To:** Councillors Steward (Chair), Aspden (Vice-Chair) and Looker
- Date:** Monday, 15 February 2016
- 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. **Minutes** (Pages 1 - 4)

To approve and sign the minutes of the meeting of the Staffing Matters & Urgency Committee held on 1 February 2016.

#### 3. **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 **Friday 12 February 2015 at 5.00 pm**. 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**

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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/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)

### **4. City of York Council Member Representation on the Business Improvement District Board (Pages 5 - 8)**

This report asks the Committee to appoint two member places on the Business Improvement District Board.

### **5. Appointment of Chair for the York Flood Inquiry (Pages 9 - 12)**

This report asks the Committee to establish an Appointments Panel to interview and make an appointment for the role of Chair of the York Flood Inquiry.

### **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

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**

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City of York Council

Committee Minutes

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Meeting	Staffing Matters & Urgency Committee
Date	1 February 2016
Present	Councillors Steward (Chair), Looker and Reid (Substitute)
Apologies	Councillor Aspden

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**Part A-Matters Dealt with under Delegated Powers****64. Declarations of Interest**

At this point in the meeting, Members were asked to declare if they had any personal, prejudicial or disclosable pecuniary interests that they might have had in the business on the agenda. None were declared.

**65. Minutes**

Resolved: That the minutes of the Staffing Matters and Urgency Committee held on 18 January 2016 be signed and approved by the Chair as a correct record.

**66. Public Participation**

It was reported that there had been one registration to speak under the Council's Public Participation Scheme.

Andrea Dudding from UNISON spoke regarding Agenda Item 4 (Organisational Review- Senior Management Arrangements within the City of York Council). She expressed concerns at how staff had found out about the proposals for the new organisational structure and asked for greater consultation. She also questioned the use of consultants.

Finally she stated that the appointment of the Director of City and Environmental Services should be kept as interim and not permanent when the overall organisational structure was yet to be determined and that a decision on the appointment should be deferred.

**67. Organisational Review-Senior Management Arrangements within the City of York Council**

*[See also under Part B Minute]*

Members received a report which updated them on a review of senior management and the development of an organisational structure to support a future operating model in the council.

The report also sought approval to establish two Appointment Sub Committees for Chief Officer appointments and to delegate sufficient powers to those Sub Committees to enable them to conduct the recruitment process, select and appoint a Director of City and Environmental Services and a Director of Public Health, subject to the instrument NHS (Appointment of Consultants) Regulations 1996 as amended (S.I. 1996/701 as amended by S.I. 2002/2469, S.I. 2003/1250, S.I. 2004/696 and S.I. 2004/3365).

Discussion took place during which the following points were raised;

- There had been a reduction in the use of consultants within the Council.
- There was a need to recruit a full time Director of Public Health to provide stability and strategic direction for the service.
- Members wanted to be assured that there would still be capacity, expertise and skills when areas covered by what is currently the Office of the Chief Executive transferred into Directorates.

Councillor Steward apologised that the Trade Unions had not been briefed about the proposal before they were made public. He added that transformation and change needed to be embedded at the heart of every service. In regards to advertising the two posts it was agreed that these would be advertised as widely as possible.

- Resolved:
- (i) The filling of the post of Director of City and Environmental Services on a salary scale of £89,842 to £102,766 be approved.
  - (ii) That the filling of the position of the Director of Public Health on a salary scale of £89,842 to £102,766 be approved.

- (iii) That these opportunities be advertised as widely as possible, including on the CYC Jobs Website and for the Director of Public Health the NHS Jobs Website and in a hard copy journal such as the Health Service Journal as well as promoting the opportunity using social media channels and public health networks.
- (iv) That an Appointments Sub Committee is established and authorised to conduct the final interviews, select a successful candidate and make an offer of employment subject to the necessary employment procedures for the Director of City and Environmental Services. This sub-committee will consist of the following members;
- Councillor Gillies
  - Councillor Levene
  - Councillor Reid
- (v) That an Advisory Appointments Committee, constituted in accordance with NHS Statutory Instruments governing recruitment to consultant level roles in the NHS is established. This Advisory Appointments Committee will consist of the following members;
- Councillor Runciman (as Chair of the Health and Wellbeing Board)
  - Councillor Doughty
  - Councillor Cannon

Reason: To allow for appointments to be made to the Director of City and Environmental Services and Director of Public Health.

**Part B- Matters Referred to Full Council**

**68. Organisational Review-Senior Management Arrangements within the City of York Council**

*[See also under Part A Minute]*

Members received a report which sought approval to establish two Appointment Sub Committees for Chief Officer appointments and to delegate sufficient powers to those Sub Committees to enable them to conduct the recruitment process, select and appoint a Director of City and Environmental Services and a Director of Public Health, subject to the instrument NHS (Appointment of Consultants) Regulations 1996 as amended (S.I. 1996/701 as amended by S.I. 2002/2469, S.I. 2003/1250, S.I. 2004/696 and S.I. 2004/3365).

Recommend: That Council approves a salary package for the Director of City and Environmental Services and the Director of Public Health which is in excess of £100,000, should it be necessary.

Reason: To allow for the appointments to be made.

Councillor C Steward, Chair

[The meeting started at 5.30 pm and finished at 5.55 pm].



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**Staffing Matters and Urgency Committee****15 February 2016**

Report of the Director of Communities and Neighbourhoods

Portfolio of the Executive Member Economic Development and Community Engagement

**City of York Council Member representation on the Business Improvement District Board****Summary**

1. In November 2015, 76% of York businesses voted in favour of a new Business Improvement District (BID) for the City.
2. The BID will realise over £800,000 in BID levies to be invested in the City Centre.
3. Decisions on allocation of this investment will be taken by the business-led BID Board and will focus on areas such as improving the cleanliness of the City Centre, tackling anti-social behaviour and providing business and procurement support for City Centre businesses.
4. This Board has two places allocated to City of York Council. This paper makes recommendations as to whom those places should be apportioned.

**Background**

5. In previous associated papers, the issue of Council representation on aforementioned BID Board has been discussed, along with the suggestion that the Council would be represented by Councillors Steward and Aspden.
6. Members have already lent their verbal and financial support to this initiative in two previous reports, and the Council's commitment to their 1% share of the levy has also been expressed in the agenda item 11 on the Executive meeting on 11 February where the Council's Financial Strategy 2016 – 2021 will be discussed.

## Consultation

7. Discussions with Members have already taken place around this recommendation in previous associated reports, as referenced throughout this document.

## Analysis

8. The Council must appoint two officers or Members to the BID Board to ensure that our views and opinions are represented, as well as to fully participate in, and show support for, this initiative.
9. An earlier draft of this paper was presented to Economic Development and Transport Policy and Scrutiny on the 19th January, where Members of the Committee were broadly supportive of this paper and its recommendations to nominate and appoint Cllr Steward and Aspden.
10. Members of the Scrutiny Committee requested that the Executive look at how we can ensure that there are strong links between the Business Improvement District and elected Members from City Centre wards (Guildhall, Micklegate and Fishergate). We will work with those Members to ensure that there is a strong relationship between local ward Members and the BID.

## Council Plan

11. The work to establish the Business Improvement District is in line with the Council Plan objectives to create a prosperous city for all where local businesses can thrive.

## Implications

### Financial:

All financial risks have been set out in the two previous reports to Executive in July 2015 and January 2016. There are no additional financial risks to Member representation of the Council on the BID Board

### Legal:

The Council's legal protections are set out within a draft Memorandum of Understanding. There are no additional legal risks to Member representation of the Council on the BID Board

Crime and Disorder: Not applicable.

Information Technology: Not applicable.

Property: Not applicable.

Other: Not applicable.

## Risk Management

12. There are no known risks attached to this recommendation

## Recommendations

13. Members are asked to consider

That the two available BID Board posts set aside for City of York Council representation be filled by Councillors Chris Steward and Keith Aspden as leaders of the two parties in the current authority administration.

Reason:

To ensure balanced representation for the Council on the BID Board and ongoing visible support for local businesses.

## Contact Details

### Author:

Phil Witcherley  
Group Manager,  
Policy and Strategy Team  
(Economy and Place)  
Office of the Chief  
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**Tel No.**  
553343

### Chief Officer Responsible for the report:

Sally Burns  
Director, Communities and  
Neighbourhoods

**Report  
Approved**



**4 February  
2016**

**Wards Affected:** Fishergate, Guildhall and Micklegate

## Background Papers:

Papers to Executive: Report of the Director of Communities and Neighbourhoods. July 30<sup>th</sup> 2015 and January 28<sup>th</sup> 2016  
***Business Improvement District for York City Centre***

**Annexes - None**

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**Staffing Matters and Urgency Committee****15 February 2016**

Report of the Chief Executive

Portfolio of the Leader

**Appointment of Chair for the York Flood Inquiry****Summary**

1. As is well known York suffered significant flooding over the Christmas period of 2015. In light of that circumstance the Leader and Deputy Leader, following consultation with all Group Leaders, announced that an independent inquiry would be held. This decision has subsequently been ratified by the Executive.
2. The City Council is currently advertising for an appropriately qualified independent person to chair the inquiry. The closing date for applications is the 12<sup>th</sup> February. The Council's search for a person to perform this role has been supported by reports in local media including the York Press, Yorkshire Post and Minster FM.
3. It is proposed that this Committee now establish a Panel to interview for this role and make an appointment. It is recommended that the Panel should be made up of the four Group Leaders: Cllr. Steward, Cllr. Aspden, Cllr. Looker and Cllr. D'Agorne.
4. Once the Chair is appointed it is proposed that two further Members should be appointed to the inquiry team. These Members should be appointed in consultation with the Chair and with a view to achieving the right balance of professional knowledge to enable the inquiry to be effective. It is proposed that the Chief Executive should confirm these appointments.

**Council Plan**

5. The report has no specific implications for Council plan priorities.

## **Implications**

6. **Legal** - The Appointments Panel will be a sub committee of this committee and its terms of reference are to exercise the functions of the Council in relation to the selection and appointment of a Chair for the flooding inquiry. In circumstances where the appointing committee agrees, without any member voting against, S.17 of the Local Government & Housing Act 1989 provides that the distribution of seats on a sub-committee need not comply with the political balance requirements contained in Part 1 of that Act.

There are no other implications flowing specifically from this report.

## **Risk Management**

7. There are no known risks attached to this recommendation

## **Recommendations**

8. Members are recommended to:
  - a) Appoint a Panel consisting of the four Group Leaders to interview and appoint for the role of Chair to the Flood Inquiry
  - b) Note that two further members of the inquiry team will be appointed by the Chief Executive in consultation with the Chair of the inquiry.

Reason:

To ensure the appointment of a credible and independent chair for the flood inquiry.

**Contact Details**

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**Chief Officer Responsible for the report:**

Steve Stewart  
Chief Executive  
**Tel No.**  
552000

**Report  
Approved**

✓ **Date** 4 February  
2016

**Wards Affected:** All

**For further information please contact the author of the report**

**Background Papers:**

None

**Annexes**

None

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