

Notice of a public meeting of

Staffing Matters & Urgency Committee

- To:** Councillors Gillies (Chair), Aspden (Vice-Chair) and Looker
- Date:** Monday, 3 December 2018
- Time:** 5.30 pm
- Venue:** The Craven Room - Ground Floor, West Offices (G048)

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 items 6 (Redundancy) and 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 - 4)

To approve and sign the minutes of the meeting of the Staffing Matters & Urgency Committee held on 5 November 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 30 November 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 Officers 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 Officers (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 Membership of Committees, Joint Committees administered by other Councils, Regional Local Authority Bodies and Other Bodies (Pages 5 - 8)

This report seeks approval for amendments to appointments to committees and outside bodies as detailed in the report.

6. Redundancy (Pages 9 - 16)

This report advises the 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 17 - 26)

This report advises the 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

Catherine Clarke and Louise Cook (job share)

Contact details:

- Telephone – (01904) 551031
- Email catherine.clarke@york.gov.uk and louise.cook@york.gov.uk

(If contacting by email, please send to both Democracy Officers named above).

For more information about any of the following please contact the Democratic Services 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 | 5 November 2018 |
| Present | Councillors Gillies (Chair), Aspden (Vice-Chair) and Looker |

36. 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.

37. 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 6 on the grounds that it contains information relating to an individual and the financial affairs of a particular person. 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).

38. Minutes

Resolved: That the minutes of the Staffing Matters and Urgency Committee held on 3 September 2018 be approved and then signed by the Chair as a correct record.

39. Public Participation

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

40. Changes to Membership of Committees, Joint Committees administered by other Councils, Regional Local Authority Bodies and Other Bodies

Members noted that at the Annual Council meeting on 24 May 2018, appointments were made to committees, sub-committees and other bodies for the 2018/19 municipal year and that it was now necessary to make changes to the membership of committees and other bodies.

Members agreed that Staffing Matters & Urgency Committee had the authority to deal with any changes or appointments to committees and other bodies.

Following a discussion concerning the two nominations received in respect of the pending vacancy on the York Museums Trust, a vote was taken and the result was as follows:

- 2 votes for Councillor K Myers (Conservative)
- 1 vote for Councillor Crawshaw (Labour)

Therefore it was:

Resolved: That Councillor K Myers be appointed to the York Museums Trust for the remainder of the municipal year pending further discussions following the outcome of the elections in May 2019.

Reason: In order to make an appropriate appointment to the York Museums Trust for the remainder of the current municipal year.

41. Pension or Exit Discretion

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

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

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

Reason: In order to provide an overview of expenditure and to consider whether the Council should exercise its discretionary powers to make enhancements.

Cllr Gillies, Chair

[The meeting started at 5.30 pm and finished at 5.36 pm].

This page is intentionally left blank



Staffing Matters and Urgency Committee**3 December 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.

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.

3. Customer & Corporate Services Scrutiny Management Committee
Cllr Douglas to replace Cllr Brooks on this committee.

4. Children, Education & Communities Policy & Scrutiny Committee
Cllr Douglas to replace Cllr Brooks on this committee.

5. Economy & Place Policy Development Committee
Cllr Rawlings to replace Cllr Richardson on this committee.

6. Community First Yorkshire
Cllr Brooks to replace Cllr Douglas.

7. Local Government York North Yorkshire & East Riding Housing Board
Cllr Brooks to replace Cllr Douglas on this board.

8. York, North Yorkshire and East Riding Strategic Housing Partnership
Cllr Brooks to replace Cllr Douglas on the partnership.

9. Safer York Partnership
Cllr Brooks to replace Cllr Douglas.
10. West Yorkshire Combined Authority - Overview and Scrutiny Committee
Cllr Douglas to replace Cllr Brooks on this committee.
11. West Yorkshire Combined Authority Advisory Committee- Place Panel
Cllr Brooks to replace Cllr Douglas on this Panel.

Consultation

12. 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

13. 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

14. 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

15. 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

16. 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

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

Recommendations

18. Staffing Matters and Urgency Committee is asked to consider the changes to committee and outside body memberships as outlined in paragraphs 3 to 11 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.

Contact Details

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 23 November 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

This page is intentionally left blank



Staffing Matters and Urgency Committee**3 December 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

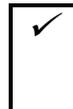
Author:

Trudy Forster
Head of HR
Human Resources
01904 553985

Chief Officer Responsible for the report:

Ian Floyd
Director of Customer and Business
Support Services

**Report
Approved**



Date 22/11/18

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.

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank



Staffing Matters and Urgency Committee**3 December 2018**

Report of the Deputy Chief Executive and 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 (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
Director of Corporate and Customer Services

Report Approved

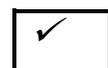


Date 22/11/18

Specialist Implications Officer(s):

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.

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank