



Notice of a public meeting of

Staffing Matters & Urgency Committee

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

Date: Monday, 18 January 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. Exclusion of Press and Public

To consider the exclusion of the press and public from the meeting during consideration of the following:

Annexes B & C to Agenda Item 5 (Redundancy) 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 23 November 2015.

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 **Friday 15 January 2016 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

Please note this meeting may be filmed and webcast or audio 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 sound 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/downloads/file/6453/protocol_for_webcasting_filming_and_recording_of_council_meetingspdf

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. This summary information covers the period October 2015 to December 2015. The report also provides an overview and analysis of all redundancies which have been made in the council since 2011.

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

Meeting	Staffing Matters & Urgency Committee
Date	23 November 2015
Present	Councillors Steward (Chair), Aspden (Vice-Chair) and Looker

54. Declarations of Interest

At this point in the meeting, Members were asked to declare any personal, prejudicial or disclosable pecuniary interests that they might have had in the business on the agenda. No interests were declared.

55. Minutes

Resolved: That the minutes of the meeting held on 9 November 2015 be signed and approved by the Chair as a correct record.

56. Public Participation

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

57. Appointment of Assistant Director (Consultant) in Public Health

Members considered a report which asked them to establish an Appointments Sub Committee and to delegate sufficient powers to it to enable it to conduct the recruitment process, select and appoint an interim Assistant Director (Consultant) in Public Health, subject to the requirements of the standing orders on appointments and the statutory instrument NHS (Appointment of Consultants) Regulations 1996 as amended by S.I. 2002/2469; S.I. 2003/1250; S.I. 2004/696 and S.I. 2004/3365.

The Interim Director of Public Health presented the report and informed the Committee that the interim Assistant Director (Consultant) in Public Health would be in a full time fixed term post for a maximum of six months up until July 2016.

Resolved: (i) That an Advisory Appointments Committee, constituted in accordance with NHS Statutory Instruments governing recruitment to consultant level roles in the NHS be established.

(ii) That the membership of the Committee comprise of;

- Councillor Runciman (the Chair of the Health and Wellbeing Board)
- Councillor Brooks
- Councillor Cannon

(iii) That the Advisory Appointments Committee conduct the interviews, select successful candidates make offers of employment subject to the necessary employment procedures and standing orders.

Reason: To progress the appointment and reduce risks highlighted in the report in relation to this critical role required to deliver the Council's statutory responsibilities.

58. Appointments to Outside Bodies

Members received a report which asked them to agree to changes to appointments and new appointments to a number of outside bodies. These were as follows;

- York Central Lead Member Board
- York Outer Ring Road Lead Members Board
- Quality Bus Partnership

It was highlighted that Officers had not been notified of the Green group's second representative, and still had one representative outstanding on the Quality Bus Partnership. It was agreed that this appointment should return to a future meeting for approval.

Resolved: (i) That Councillor Levene replace Councillor Williams on the York Central and York Outer Ring Road Lead Members Boards.

(ii) That the following Members be elected to the Quality Bus Partnership;

Conservative- Councillors Gillies and Richardson

Labour- Councillors Levene and Cannon

Liberal Democrat- Councillors Reid and Orrell

Green- Councillor D'Agorne

Reason: In order to make appropriate appointments to Outside Bodies for the current municipal year.

Councillor C Steward, Chair

[The meeting started at 5.35 pm and finished at 5.40 pm].

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Staffing Matters and Urgency Committee**18 January 2016**

Report of the Director of Customer and Business Support 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. This summary information covers the period October 2015 to December 2015. The report also provides an overview and analysis of all redundancies which have been made in the council since 2011.

Background

2. In November 2010 a decision was taken that all proposed redundancies and exit payments needed to be formally presented to Staffing Matters & Urgency Committee (SM&UC).

A new reporting process took effect from January 2011. SM&UC meetings were arranged on a fortnightly basis to ensure reports were received on a regular basis.

At a meeting of group leaders on 9th July 2012, the following proposal was agreed for future redundancies;

- That a quarterly report of all redundancy cases summarising the data for all cases will be presented to SM&UC.
- All individual cases with total costs over £25k (redundancy and employers pension costs) would still be reported in the established way to SM&UC.

Under these new arrangements managers are still required to develop a redundancy business case for every redundancy and these will continue to be agreed by the Chief Executive and Director of CBSS.

On 24th June 2013 it was agreed that the quarterly report would identify all bumped redundancies.

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 him.

Analysis

5. The analysis of each proposal has been subject to scrutiny by the Chief Executive and Director of Customer and Business Support Services (CBSS) as part of the decision making process.
6. An overview of all redundancies made by the council is maintained and a summary of the information is attached at annex A. Annex B and annex C provide a more detailed analysis of these redundancies, due to the level of detail provided these are exempt confidential Annexes.

Council Plan

7. Whilst the actions being proposed in the report are not material to the deliver of the Council Plan they are consistent with the required outcomes of the Workforce Strategy.

Implications

8. The implications of each proposal has been subject to scrutiny by the Chief Executive and Director of CBSS as part of the decision making process.

Risk Management

9. 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

10. 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 annex C.

Reason: In order to provide an overview of the expenditure and to maintain transparency and scrutiny of the process.

Contact Details

Author:

Mark Bennett
Head of HR & OD
Human Resources
Ext 4518

Chief Officer Responsible for the report:

Ian Floyd
Director of Customer and Business
Support Services

Report
Approved

Date 8th January
2016

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

Annex A – Staff Redundancies April 2011 to December 2015

Confidential Annex B – Analysis of redundancies for the period April 2015 to December 2015 (to be circulated at the meeting).

Confidential Annex C - Summary of redundancies for the period October 2015 to December 2015 (to be circulated at the meeting).

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Staff redundancies 2011 /16April 2011 to March 2012

	Voluntary Redundant	Compulsory Redundant	Total
Total	174	39	213

April 2012 to March 2013

	Voluntary Redundant	Compulsory Redundant	Total
Total	92	13	105

April 2013 to March 2014

	Voluntary Redundant	Compulsory Redundant	Total
Total	62	14	76

April 2014 to March 2015

	Voluntary Redundant	Compulsory Redundant	Total
Total	62	21	83

April 2014 to March 2015 by directorate

	Staff Headcount 31 st March 2014 (Q4 Av)	Staff Headcount 31 st March 2015 (Q4 Av)	Number of starters	Number of leavers	Number Voluntary Redundant	Number Compulsory Redundant
Total CYC	3590	2841	151	605	62	21
By Directorate						
CANS	1017	823	32	180	1	1
CBSS	801	538	40	172	3	0
CES	382	356	17	44	1	0
CSES	1349 (ACE	476	29	70	14	7
H&W	directorate)	617	31	133	1	0
OCE	41	57	2	6	1	0

April 2015 to March 2016 (year to date)

	Voluntary Redundant	Compulsory Redundant	Total
Total	30	13	43

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