



Notice of a public meeting of

Staffing Matters & Urgency Committee

To: Councillors Alexander (Chair), Boyce, Fraser, Gillies and Aspden

Date: Monday, 5 August 2013

Time: 1.00 pm

Venue: The Giles Room - 1st Floor West Offices (F022)

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 to Agenda Item 5 (Redundancy) and an Annex to Agenda Item 7 (Market Supplement for the Assistant Director of Children's Specialist Services) 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 and 2 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 3 - 6)

To approve and sign the minutes of the meeting of the Staffing Matters & Urgency Committee held on Monday 8 July 2013.

4. Public Participation

At this point in the meeting members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Committee's remit can do so. The deadline for registering is **Friday 2 August 2013 at 5.00 pm**.

5. Redundancy (Pages 7 - 8)

This report advises the Staffing Matters and Urgency Committee of the expenditure associated with the proposed dismissal of an employee on the grounds of redundancy.

6. Changes to Terms and Conditions of Chief Officers (Pages 9 - 16)

This report sets out proposed arrangements for the introduction of a market supplement policy for Chief Officers to be implemented with immediate effect.

It is also seeking agreement to commence consultation with Staff and Trade Unions regarding a proposed 4 day reduction to annual leave entitlement and to introduce a link between incremental progression and the Chief Officer Performance Development Review (PDR) process. It is envisaged that these proposed changes would be introduced by April 2014 to align with the next round of PDR meetings.

7. Market Supplement Payment for the Assistant Director of Children's Specialist Services (Pages 17 - 26)

This report sets out a proposal for a market supplement payment to be made to the Assistant Director of Children's Specialist Services under the Market supplement policy for Chief Officers to retain an outstanding post holder.

8. Urgent Business

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

Democracy Officer:

Name: Judith Betts

Contact details:

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For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting:

- Registering to speak
- Business on the agenda
- Any special arrangements
- Copies of reports

Contact details are set out above.