



Notice of a public meeting of

Staffing Matters and Urgency Committee

- To:** Councillors Aspden (Chair), D'Agorne (Vice-Chair),
Hook and Douglas
- Date:** Monday, 20 June 2022
- 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 disclosable pecuniary interest or other registerable interest they might have in respect of business on this agenda, if they have not already done so in advance on the Register of Interests.

2. Exclusion of Press and Public

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

Items 9 and 10 and annex A to item 11 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 25 April 2022.

4. Public Participation

At this point in the meeting members of the public who have registered to speak can do so. Please note that our registration deadlines have changed to 2 working days before the meeting, in order to facilitate the management of public participation at our meetings. The deadline for registering is 5.00pm on Wednesday 16 June 2022. Members of the public can speak on agenda items or matters within the remit of the committee.

To register to speak please visit

www.york.gov.uk/AttendCouncilMeetings to fill out an online registration form. If you have any questions about the registration form or the meeting please contact the Democracy Officer for the meeting whose details can be found at the foot of the agenda.

Webcasting of Public Meetings Please note that, subject to available resources, this public meeting will be webcast including any registered public speakers who have given their permission.

The public meeting can be viewed on demand at

www.york.gov.uk/webcasts. During coronavirus, we've made some changes to how we're running council meetings. See our coronavirus updates (www.york.gov.uk/COVIDDemocracy) for more information on meetings and decisions.

Written representations in respect of items on this agenda should be submitted to Democratic Services by 5.00pm on 16 June 2022.

5. Changes to Membership of Committees, Joint Committees administered by other Councils, Regional Local Authority Bodies and Other Bodies (Pages 5 - 8)

At the Annual Council meeting on 26 May 2022, appointments were made to Committees, Sub-Committees and Outside Bodies for the 2022/23 municipal year. A further change is required to the membership.

6. CYC Workforce Profile Report (Pages 9 - 20)

This report provides the Staffing Matters and Urgency Committee with the workforce profile, as at the end of quarter 4 of 2021/2022.

7. Work Plan (Pages 21 - 22)

To consider the Committee's draft work plan for the municipal year 2022-23.

8. Urgent Business

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

9. Death in Service (Pages 23 - 26)

This report notifies the Committee of recent deaths in service. The Committee are respectfully requested to take a moment to consider the valuable service that these employees have given to the Council and their sad passing.

10. Senior Recruitment Campaigns Review (Pages 27 - 34)

This report informs the Committee of the activity relating to senior recruitment searches / campaigns undertaken by North Yorkshire County Council (NYCC) Resourcing Team between May 2021 and April 2022. This paper also provides a review of the service received, the associated costs and a comparison of costs from similar executive recruitment search agencies.

The Committee is also invited to approve the continue engagement of NYCC Resourcing for future campaigns subject to appropriate governance, procurement protocols and evaluation of recruitment campaigns.

11. Redundancy, Pension or Exit Discretion (Pages 35 - 42)

This report advises the Staffing Matters and Urgency Committee of the expenditure associated with redundancy, pension or exit discretions paid in accordance with council policy to employees below Chief Officer.

Democracy Officer
Robert Flintoft

Contact details:

- Telephone – (01904) 555704
- Email – robert.flintoft@york.gov.uk

For more information about any of the following please contact the Democratic Services 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 میا کی جاسکتی ہیں۔ (Urdu)

 **(01904) 551550**

City of York Council

Committee Minutes

Meeting	Staffing Matters and Urgency Committee
Date	25 April 2022
Present	Councillors Aspden (Chair), D'Agorne (Vice-Chair), Hook and Kilbane

75. 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.

76. Exclusion of Press and Public

Resolved: That the press and public be excluded from the meeting during the consideration of annexes to Agenda Items 10 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).

77. Minutes

Resolved: That the minutes of the Staffing Matters and Urgency Committee held on 21 March 2022 be approved and then signed by the Chair as a correct record.

78. Public Participation

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

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

The Committee agreed to appoint Cllr Webb in place of Cllr Fitzpatrick to the School Effectiveness and Achievement Monitoring Group.

Resolved:

- i. The Committee agreed to appoint Cllr Webb in place of Cllr Fitzpatrick to the School Effectiveness and Achievement Monitoring Group.

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

80. Appointment of Assistant Director of Customer and Communities

Officers confirmed that the current Assistant Director of Customer and Communities will retire in August 2022 and therefore, officers were seeking permission to advertise to the role. It was confirmed that the Directorate structure which was established in April of 2021 remains fit for purpose. It was noted that an additional team from those listed on page 10 of the agenda would move under the Head of Communities which would be the supporting families team from Children's Services.

The Committee discussed the role and type of candidate the Council would wish to see take up the role. It was confirmed that an individual with experience in equalities work within local government was important and would be an essential criteria for applicants.

Resolved:

- i. Confirmed the pay package for the vacant role to be advertised for the Assistant Director Customer & Communities;
- ii. Agreed to establish an Appointments Sub-Committee for the role.
- iii. Delegated sufficient powers to the Sub-Committee enabling them to conduct the recruitment process, select and appoint a candidate, subject to the requirements of the standing orders on appointment;

- iv. Approved the engagement of the North Yorkshire County Council Resourcing Team to undertake the recruitment and selection process.

Reason: To allow timely appointment to the vacant post of Assistant Director Customer & Communities in line with the council's Constitution and relevant legislation.

81. Acting Up Payment for the Director of Public Health

The Committee considered the proposal to enact the temporary Acting Up Allowance for the Assistant Director of Public Health for the period of 1 January 2022 to 31 May 2022. It was confirmed that the Assistant Director had been acting up into the role of Director of Public Health and because they had been for filling this role for more than four weeks then it was Council policy to use the Acting up Allowance. Officers confirmed that the Director of Public Health had now returned to their role on a phased return and therefore, it was proposed that the Acting Up Allowance be paid till 31 May 2022 to account for the phased return of the director.

Resolved:

- i. Approved and endorsed the acting up arrangement as outlined within the report.

Reason: To make a payment to the Assistant Director Public Health.

82. Work Plan

The Committee noted that it did not currently have any substantive items for its 16 May 2022 meeting and asked that officers review whether the meeting was required and to cancel the meeting if not. They noted items that were set to be considered at the June 2022 meeting and it was confirmed that meeting dates for 2022-23 would be shared with the Committee members and would be on the Council website.

Resolved:

- i. That the Committee work plan be noted.

Reason: To ensure the Committee maintains a program of work.

83. Redundancy, Retirement and Settlement Agreements

Members considered a report which advised them of expenditure associated with redundancy, pension or exit discretions. An overview of expenditure was provided in the table at paragraph 5 of the report. There were total costs to the council this year of £63174.19. Full details were set out in exempt Annexes A-E to the report.

Resolved:

- i. Noted the expenditure associated with each proposal as detailed in the annexes.

Reason: In order to provide an overview of expenditure.

Note: the above item was considered in private session, in accordance with the decision in Minute 76.

Cllr Aspden, Chair

[The meeting started at 5.31 pm and finished at 5.45 pm].



Staffing Matters and Urgency Committee**20 June 2022**

Report of the Director of Governance and Monitoring Officer

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 26 May 2022, appointments were made to Committees, Sub-Committees and Outside Bodies for the 2022/23 municipal year. A further change is required to the membership, 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 any in-year changes or appointments to any Committees and Outside Bodies, and the following change is put forward for consideration:

West Yorkshire Combined Authority – Corporate Overview and Scrutiny

To appoint Cllr Melly to the above Group as a substitute.

Consultation

3. 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

4. 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 a position that has become available. This Committee will then consider and determine those nominations.

Council Plan

5. Maintaining an appropriate decision making and scrutiny structure and appointees that contribute to the Council delivering its core priorities set out in the current Council Plan, effectively.

Implications

6. 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

7. 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

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

Recommendations

9. Staffing Matters and Urgency Committee is asked to consider and approve the change to committee and outside body appointments as set out in paragraph 2.

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

Contact Details

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Chief Officer Responsible for the report:

Janie Berry
Director of Governance and Monitoring
Officer

Report **Date** 10 July 2022

Specialist Implications Officers

Not applicable

Wards Affected:

All

For further information please contact the author of the report

Background Papers: None

Annexes: None

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Staffing Matters and Urgency Committee**20 June 2022**

Report of the Head of Human Resources and Organisational Development

Workforce Profile as at Quarter 4 (31st March 2022)**Summary**

1. This report provides the Staffing Matters and Urgency Committee (SMUC) with the workforce profile, as at the end of quarter 4 of 2021/2022.

Background

2. The data provided in this report is already available throughout the Council.
3. The workforce data provided through the performance framework, is shared with Scrutiny committees and discussed at both Corporate Management Team and Directorate Management Teams.

Analysis

4. **Annex 1** gives a full overview of key performance indicators directly linked to the Council's workforce.
5. Comparing the Q4 position as at 2020/2021 and 2021/2022 headcount and FTE have decreased slightly, but leavers have increased. Of the leavers, resignations remain the highest reason for leaving followed by retirement. Resignations are in line with regional figures as numerous vacancies, new opportunities, promotions and career changes are being sought following the main pandemic period and for some staff the introduction of hybrid working has opened up opportunities further afield that were not formally considered. This is a trend across the region and nationally.
6. Turnover has increased but as mentioned above this reflects the current recruitment climate.
7. Work with York (WWY) assignments have continued to be used, these are directly associated with recruitment pressures across all directorates. We are however, expecting further reductions in agency

assignments in the People directorate and Public Health from Q1 of 2022/2023 as numerous restructures have been implemented and funding for posts that were engaged for pandemic activities have now ceased.

8. There are a number of vacancies that remain unfilled and acting up arrangements are in place with existing members of staff and HR are working with relevant managers to ensure creative recruitment for hard to fill vacancies.
9. Sickness absence figures fell at the end of 2020/2021, they have increased back to pre-pandemic levels of 2019/20 at the end of March 2022. This is a national trend and common across many of our neighbouring councils across the Yorkshire and Humber region. It should however, be note that each Council records absence slightly different so direct comparisons are difficult, but there is a trend of reductions in absence during 2020/2021 and increases in 2021/2022 outturns. We continue to ensure that wellbeing support and good absence management is embedded into day-to-day management and teams looking out for each other. We will soon be engaging with our workforce regarding their wellbeing via a survey.
10. In terms of equalities profiling, the workforce gender and age distribution remain largely comparable year on year. Similarly, the declaration of sexual orientation remains steady. Council employees declaring a disability in 2021/22 have increased slightly as have those staff members declaring their ethnicity from a BME Community.
11. We will soon receive preliminary data from the 2021 Census, and this will give the Council more up to date comparison information with our local community. Alongside this exercise we are promoting and requesting that employees update the sensitive information (for example disability, ethnicity, sexual orientation) status to allow us to have a closer comparison with our local community.
12. In practical terms we are also working to ensure that our recruitment opportunities are sent to a wide range of community groups to attract and ensure that these are promoted to as many areas as possible of our community.

Consultation

13. The contents of the report and Annex have not been consulted on as the data is factual and already available through different sources.

Options

14. The Committee, in considering the workforce profile, may consider highlighting areas for consideration by the Customer and Corporate Scrutiny Committee.

Council Plan

15. The content of the report and annex are not material to the Council Plan.

Implications

16. There are no implications from the report.

Risk Management

17. There are no identified risk risks associated with the report.

Recommendations

18. Staffing Matters and Urgency Committee is asked to:
- i. note the workforce profile provided.
 - ii. consider if any area is to be referred to Customer and Corporate Services Scrutiny Committee.

Reason: In order to provide an overview of the workforce profile.

Contact Details

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Head of HR and OD
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Chief Officer Responsible for the report:

Ian Floyd
Chief Operating Officer
Report **Date**
Approved

Yes **8/6/2022**

Specialist Implications Officer(s):

Wards Affected: *List wards or tick box to indicate all* **All** **X**

For further information please contact the author of the report

Background Papers:

None

Annexes

Annex 1 – Workforce Data 2021/2022 Quarter 4

Business Intelligence Hub

CYC Workforce Profile

Date Produced: 11/05/2022

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1. Key Performance Indicators

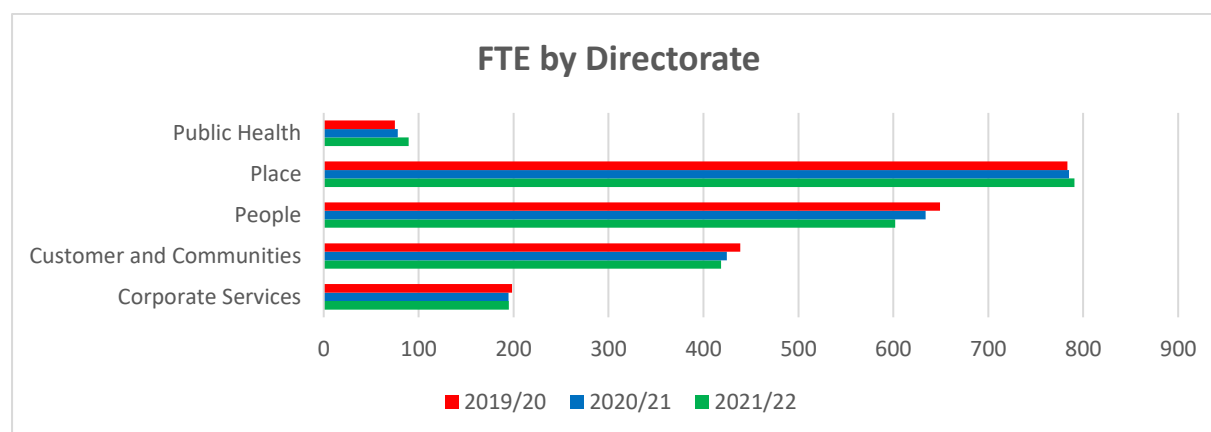
Below are tables containing details of KPI figures for 2019/20, 2020/21 and 2021/22. Councillors, casual and school staff have been excluded from these figures so as to only account for core CYC staff, historic data has been mapped to match the current Directorate structure. The majority of the data within this report is available publicly on the York Open Data platform - www.yorkopendata.org

1.1 Staff Headcount (snapshot)

Directorate	2019/20	2020/21	2021/22
City of York Council (exc. schools)	2590	2552	2500
Corporate Services	218	214	212
Customer and Communities	613	594	576
People	806	789	744
Place	865	862	865
Public Health	96	100	109

1.2 Staff FTE's

Directorate	2019/20	2020/21	2021/22
City of York Council (exc. schools)	2144.4	2116.9	2095.6
Corporate Services	198.3	194.8	194.9
Customer and Communities	438.9	424.7	418.6
People	649.0	634.1	602.0
Place	783.4	785.1	790.7
Public Health	74.8	78.1	89.4



1.3 Average Sickness Days per FTE (rolling 12 months)

Directorate	2019/20	2020/21	2021/22
City of York Council (exc. schools)	11.6	8.8	11.8
Corporate Services	7.8	4.9	6.6
Customer and Communities	14.8	5.6	6.9
People	12.4	12.6	14.1
Place	7.6	8.8	14.2
Public Health	7.0	6.5	8.3
Benchmark – LGA (Public Sector)	8.4	7.1	N/A
Benchmark – LGA (Public Sector – Y&H)	10.0	8.0	N/A

1.4 Number of New Starters

Directorate	2019/20	2020/21	2021/22
City of York Council (exc. schools)	325	200	362
Corporate Services	27	15	25
Customer and Communities	80	38	68
People	103	80	152
Place	107	53	93
Public Health	8	14	24

1.5 Number of Leavers

Directorate	2019/20	2020/21	2021/22
City of York Council (exc. schools)	290	275	383
Corporate Services	25	22	30
Customer and Communities	69	51	81
People	115	130	160
Place	79	61	91
Public Health	1	12	22

1.6 Leaving Reasons (% of Leavers)

City of York Council (exc. schools)	2019/20	2020/21	2021/22
Died in Service	1-2%	1-2%	<1%
Dismissal - end of contract	4%	7%	3%
Dismissal - lack of capability	2%	1&%	1-2%
Dismissal - misconduct	1-2%	1-2%	1%
Dismissal - probationary period	0%	<1%	0%
Not known	2%	3%	3%
Redundancy	3%	1-2%	4%
Resignation	66%	50%	68%
Retirement	18%	19%	20%
Retirement - Ill Health	1-2%	1-2%	<1%
Settlement Agreement	1-2%	<1%	<1%
TUPE Transfer Out	<1%	14%	0%

1.7 Total Turnover % (rolling 12 months)

Directorate	2019/20	2020/21	2021/22
City of York Council (exc. schools)	11.3%	10.7%	15.3%
Corporate Services	11.5%	10.2%	14.2%
Customer and Communities	11.4%	8.4%	14.0%
People	13.3%	16.4%	21.1%
Place	9.4%	7.0%	10.6%
Public Health	2.7%	12.3%	21.4%
Benchmark – LGA (Public Sector)	N/A	9.0%	N/A
Benchmark – LGA (Public Sector – Y&H)	N/A	9.0%	N/A

1.8 Number of Voluntary Leavers

Voluntary Turnover occurs when an employee willingly chooses to leave their position.

Directorate	2019/20	2020/21	2021/22
City of York Council (exc. schools)	198	143	261
Corporate Services	17	13	21
Customer and Communities	53	35	60
People	81	57	107
Place	44	34	58
Public Health	1	4	15

1.9 Voluntary Turnover % (rolling 12 months)

Directorate	2019/20	2020/21	2021/22
City of York Council (exc. schools)	7.7%	5.6%	10.4%
Corporate Services	7.8%	6.0%	9.9%
Customer and Communities	8.7%	5.8%	10.4%
People	9.4%	7.2%	14.1%
Place	5.2%	3.9%	6.7%
Public Health	2.7%	4.1%	14.6%

1.10 Work With York YTD – Total Assignments

Directorate	2019/20	2020/21	2021/22
City of York Council (exc. schools)	1082	986	996
Corporate Services	67	24	64
Customer and Communities	134	69	71
People	462	359	283
Place	412	335	330
Public Health	7	199	248

1.11 Work with York – Long Term Assignments (over 12 months)

Directorate	2019/20	2020/21	2021/22
City of York Council (exc. schools)	111	110	125
Corporate Services	0	2	1
Customer and Communities	8	10	8
People	56	36	35
Place	47	62	57
Public Health	0	0	24

2. Equalities Profiling

The tables below summary the City of York Council's equalities profile. These were produced using a snapshot of data taken on 31st March 2022. Councillors, casual and school staff have been excluded. Age data is provided by The local government earnings and demography survey (LGEDS) 2019/20 with all York and National figures used taken from the 2011 Census.

2.1 Gender

	2019/20		2020/21		2021/22	
	Male	Female	Male	Female	Male	Female
City of York Council	36.4%	63.6%	37.8%	62.3%	38.0%	62.0%
Public Sector	33.7%	66.3%	33.7%	66.3%	33.7%	66.3%
York	49.0%	51.0%	49.0%	51.0%	49.0%	51.0%
National	49.4%	50.6%	49.4%	50.6%	49.4%	50.6%

2.2 Sexual Orientation

	2019/20	2020/21	2021/22
Heterosexual	96.6%	96.2%	95.6%
Non-Heterosexual	3.4%	3.8%	4.4%

2.3 Age

		16-24	25-34	35-49	50-64	65+
2019/20	CYC	2.6%	12.0%	37.0%	45.4%	3.0%
	Y&H	5.1%	13.8%	35.6%	42.7%	2.8%
	England & Wales	4.7%	14.7%	35.7%	41.3%	3.5%
2020/21	CYC	2.6%	12.7%	34.9%	46.5%	3.2%
	Y&H	5.1%	13.8%	35.6%	42.7%	2.8%
	England & Wales	4.7%	14.7%	35.7%	41.3%	3.5%
2021/22	CYC	3.3%	13.2%	33.3%	46.2%	4.1%
	Y&H	5.1%	13.8%	35.6%	42.7%	2.8%
	England & Wales	4.7%	14.7%	35.7%	41.3%	3.5%

2.4 Ethnicity

	2019/20		2020/21		2021/22	
	White - British	BME Community	White - British	BME Community	White - British	BME Community
City of York Council	95.0%	5.0%	93.8%	6.2%	93.7%	6.3%
Public Sector	89.9%	1.4%	89.9%	1.4%	89.9%	1.4%
Public Sector – Y&H	94.7%	0.9%	94.7%	0.9%	94.7%	0.9%
York	90.2%	9.8%	90.2%	9.8%	90.2%	9.8%
National	80.5%	19.5%	80.5%	19.5%	80.5%	19.5%

2.5 Disability

	2019/20		2020/21		2021/22	
	Not Disabled	Declared Disabled	Not Disabled	Declared Disabled	Not Disabled	Declared Disabled
City of York Council	95.3%	4.7%	95.2%	4.8%	93.6%	6.4%
Public Sector	95.0%	5.0%	N/A	N/A	N/A	N/A
Public Sector – Y&H	96.3%	3.7%	N/A	N/A	N/A	N/A
York	85.0%	15.0%	85.0%	15.0%	85.0%	15.0%
National	82.0%	18.0%	82.0%	18.0%	82.0%	18.0%

2.6 Disability Type (of declared disability)

	2019/20	2020/21	2021/22
Learning disability	10.3%	10.8%	9.4%
Long-standing illness	33.6%	33.3%	35.2%
Mental illness	3.4%	3.3%	7.8%
Physical	11.2%	10.0%	10.2%
Sensory	5.2%	5.8%	7.8%
Other	36.2%	36.7%	29.7%

Staffing Matters & Urgency Committee
Draft Work Plan 2022-23
(updated 6th June 2022)

Date	Proposed Reports
20 th June 2022	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements 2. Workforce demographics as at 31st March 2022 3. Death in Service Update 4. Quarterly Retention Payments Update <i>(if any new applications 1st April to 30 June)</i> 5. Senior Recruitment Searches
15 th August 2022	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements 2. Apprentice Update 3. Working as One Update (Hybrid working)
17 th October 2022	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements 2. Quarterly Retention Payments Update <i>(if any new applications 1st July to 30 Sept)</i>
19 th December 2022	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements
20 th February 2023	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements 2. Workforce demographics as at 31 December 2022 3. Quarterly Retention Payments Update <i>(if any new applications 1st Oct to 31st Dec)</i>
20 th March 2023	<ol style="list-style-type: none"> 1. Redundancy, Retirement and Settlement Agreements 2. Quarterly Retention Payments Update <i>(if any new applications 1st Jan to 31st March)</i>

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of the Local Government Act 1972.

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of the Local Government Act 1972.

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Staffing Matters and Urgency Committee**20 June 2022**

Report of the Chief Operating Officer

Redundancy, Pension or Exit Discretion**Summary**

1. This report advises the Staffing Matters and Urgency Committee of the expenditure associated with redundancy, pension or exit discretions paid in accordance with council policy to employees below Chief Officer.

Background

2. The background and detailed case surrounding each proposal are contained in the individual business case(s) attached as confidential annexes to this report for noting.

Consultation

3. All of the proposed redundancy, pension or exit discretions have been subject to consultation in accordance with the Council's statutory obligations.

Approval

4. In accordance with Council policy the appropriate Chief Officer or Departmental Management Team and S151 officer have approved the attached business case(s). The decisions as to whether to make an employee redundant rest with the Chief Operating Officer or Officers nominated by him. In terms of payments related to redundancy the council is contractually obliged to make the payment set out in the business case. Only in exceptional circumstances can discretionary additional payments for redundancy be considered. The Section 151 Officer has decision making authority for all staff other than Chief Officers in this matter.

Analysis

5. The analysis of each proposal can be found in the respective business case. Below is an anonymised summary of these cases noting costs associated with each.

Employee	Business Case Annex	Type of Exit	Costs to CYC £	Total £
1	A	Flexible Retirement	£0	£0

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 Organisation Development 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:

Note the expenditure associated with each proposal as detailed in the annexes.

Reason: In order to provide an overview of expenditure.

Contact Details

Author:

Helen Whiting
Head of HR
Human Resources

Chief Officer Responsible for the report:

Ian Floyd
Chief Operating Officer

**Report
Approved**

Date

10/06/2022

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

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

Document is Restricted

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