



Notice of a public meeting of

Staffing Matters & Urgency Committee

- To:** Councillors Carr (Chair), Aspden (Vice-Chair) and Looker
- Date:** Monday, 5 June 2017
- 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 annexes to Agenda Items 5 and 6 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 8 May 2017.

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 2 June 2017 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 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 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/download/downloads/id/11406/protocol_for_webcasting_filming_and_recording_of_council_meetings_20160809.pdf

5. Pension or Exit Discretion (Pages 5 - 10)

This report advises the Staffing Matters and Urgency Committee of the expenditure associated with pension or exit discretions in accordance with council policy.

6. Redundancy (Pages 11 - 14)

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.

7. Urgent Business

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

Democracy Officer:

Name: Catherine Clarke & Louise Cook (job share)

Contact details:

- Telephone – (01904) 551031
- E-mail – catherine.clarke@york.gov.uk & louise.cook@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 مہیا کی جاسکتی ہیں۔ (Urdu)

 (01904) 551550

City of York Council

Committee Minutes

Meeting	Staffing Matters & Urgency Committee
Date	8 May 2017
Present	Councillors Carr (Chair) and Aspden (Vice-Chair)
Apologies	Councillors Looker

19. 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.

20. Exclusion of Press and Public

Resolved: That the press and public be excluded from the meeting during the consideration of the annexes to agenda items 6 and 7 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).

21. Minutes

Resolved: That the minutes of the Staffing Matters and Urgency Committee held on 6 March 2017 be approved and then signed by the Chair as a correct record.

22. Public Participation

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

23. Changes to Outside Body Appointments

At the Annual Council meeting on 26 May 2016, appointments were made to Outside Bodies for the 2016/17 municipal year.

The committee was asked to consider a request to agree the appointment of a second City of York Council Director on the Make it York Board.

Resolved: That Councillor Ashley Mason replace Charlie Croft as the Council's second Director on the Make it York Board.

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

24. Redundancy Summary Report

Members considered a report which detailed expenditure associated with the proposed dismissal of employees on the grounds of redundancy for the period January to March 2017. The report also provided an overview and analysis of all redundancies which had been made by the Council since 2011.

Resolved: That the expenditure associated with the proposed dismissal of employees on the grounds of redundancy for the period January to March 2017, as detailed in Annex B and C of the report, be noted.

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

25. Pension or Exit Discretions

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

The background and detailed case surrounding each of the proposals was contained in the individual business cases attached as confidential annexes to the report.

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

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

Councillor D Carr, Chair

[The meeting started at 5.30 pm and finished at 5.50 pm].

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Staffing Matters and Urgency Committee**5 June 2017**

Report of the Director of Customer and Business Support 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 the proposal is contained in the individual business case attached as a confidential annex to this report.

Consultation

3. The proposed pension or exit discretion has 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 the proposal can be found in the attached 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 the proposal can be found in the attached business case.

Risk Management

- 8. The specific risks associated with the proposal, and how they can be mitigated, are contained in the 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 the proposal as detailed in the annex.

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:

Mark Bennett
Head of Human Resources
01904 554518

Chief Officer Responsible for the report:

Ian Floyd
Director of Corporate and Customer Services

Report Approved

Date 22nd May 2017

Specialist Implications Officer(s):

None

Wards Affected:

All

For further information please contact the author of the report

Background Papers:

None

Annexes

Annex A – Confidential Business Case

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

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Staffing Matters and Urgency Committee**5 June 2017**

Report of the Deputy Chief Executive & Director Customer & Corporate Services

Redundancy**Summary**

1. 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.

Background

2. The background and detailed case surrounding the proposal is contained in the individual business case attached as an annex to this report.

Consultation

3. The proposed redundancy has 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 the proposal can be found in the attached 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 the proposal can be found in the attached business case.

Risk Management

- 8. The specific risks associated with the proposal, and how they can be mitigated, is contained in the 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 employee on the grounds of redundancy detailed in the annex.

Reason: In order to provide an overview of the expenditure.

Contact Details

Author:

Mark Bennett
Head of Business HR
Human Resources
01904 554518

Chief Officer Responsible for the report:

Ian Floyd
Director of Corporate and Customer Services

Report Approved

Date 22nd May 2017

Specialist Implications Officer(s):

None

All

Wards Affected:

For further information please contact the author of the report

Background Papers:

None

Annexes

Confidential Annex A - Individual 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

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