

Notice of meeting of

Urgency Committee

To: Councillors Steve Galloway (Chair), Gillies, Jamieson-Ball, Potter and Scott

Date: Monday, 10 December 2007

Time: 12.30 pm

Venue: The Guildhall

AGENDA

1. **Declarations of Interest**

At this point, members are asked to declare any personal or prejudicial interests they may have in the 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:

Annex 1 to Agenda Item 5 (Removal of Bonus Payments) on the grounds that it contains information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or officer holders under, the authority, and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings. This information is classed as exempt under paragraphs 4 & 5 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 - 4)

To approve and sign the minutes of the meeting of the Urgency Committee held on 28 September 2007.

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 7 December, at 5.00 pm.

5. Removal of Bonus Payments (Pages 5 - 18)

This report outlines the offer made to staff relating to removal of bonus payments, including the options considered, the outcomes from staff meetings and the resultant ballot, and asks Members to endorse the agreement and its implementation.

6. Any Other Matters which the Chair decides are urgent under the Local Government Act 1972.

Democracy Officer:

Name: Simon Copley

Contact details:

- Telephone – (01904) 551078
- E-mail – simon.copley@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

Contact details are set out above.

About City of York Council Meetings

Would you like to speak at this meeting?

If you would, you will need to:

- register by contacting the Democracy Officer (whose name and contact details can be found on the agenda for the meeting) **no later than 5.00 pm** on the last working day before the meeting;
- ensure that what you want to say speak relates to an item of business on the agenda or an issue which the committee has power to consider (speak to the Democracy Officer for advice on this);
- find out about the rules for public speaking from the Democracy Officer.

A leaflet on public participation is available on the Council's website or from Democratic Services by telephoning York (01904) 551088

Further information about what's being discussed at this meeting

All the reports which Members will be considering are available for viewing online on the Council's website. Alternatively, copies of individual reports or the full agenda are available from Democratic Services. Contact the Democracy Officer whose name and contact details are given on the agenda for the meeting. **Please note a small charge may be made for full copies of the agenda requested to cover administration costs.**

Access Arrangements

We will make every effort to make the meeting accessible to you. The meeting will usually be held in a wheelchair accessible venue with an induction hearing loop. We can provide the agenda or reports in large print, electronically (computer disk or by email), in Braille or on audio tape. Some formats will take longer than others so please give as much notice as possible (at least 48 hours for Braille or audio tape).

If you have any further access requirements such as parking close-by or a sign language interpreter then please let us know. Contact the Democracy Officer whose name and contact details are given on the order of business for the meeting.

Every effort will also be made to make information available in another language, either by providing translated information or an interpreter providing sufficient advance notice is given. Telephone York (01904) 551550 for this service.

যদি যথেষ্ট আগে থেকে জানানো হয় তাহলে অন্য কোন অর্ধাতে তথ্য জানানোর জন্য সব ধরনের চেষ্টা করা হবে, এর জন্য দরকার হলে তথ্য অনুবাদ করে দেয়া হবে অথবা একজন দোঅবী সারবরাহ করা হবে। টেলিফোন নম্বর (01904) 551 550।

Yeteri kadar önceden haber verilmesi koşuluyla, bilgilerin terümesini hazırlatmak ya da bir tercüman bulmak için mümkün olan herşey yapılacaktır. Tel: (01904) 551 550

我們竭力使提供的資訊備有不同語言版本，在有充足時間提前通知的情況下會安排筆譯或口譯服務。電話 (01904) 551 550。

اگر مناسب وقت سے اطلاع دی جاتی ہے تو ہم معلومات کا ترجمہ مہیا کرنے کی پوری کوشش کریں گے۔ ٹیلی فون (01904) 551 550

Informacja może być dostępna w tłumaczeniu, jeśli dostaniemy zapotrzebowanie z wystarczającym wyprzedzeniem. Tel: (01904) 551 550

Holding the Executive to Account

The majority of councillors are not appointed to the Executive (38 out of 47). Any 3 non-Executive councillors can 'call-in' an item of business from a published Executive (or Executive Member Advisory Panel (EMAP)) agenda. The Executive will still discuss the 'called in' business on the published date and will set out its views for consideration by a specially convened Scrutiny Management Committee (SMC). That SMC meeting will then make its recommendations to the next scheduled Executive meeting in the following week, where a final decision on the 'called-in' business will be made.

Scrutiny Committees

The purpose of all scrutiny and ad-hoc scrutiny committees appointed by the Council is to:

- Monitor the performance and effectiveness of services;
- Review existing policies and assist in the development of new ones, as necessary; and
- Monitor best value continuous service improvement plans

Who Gets Agenda and Reports for our Meetings?

- Councillors get copies of all agenda and reports for the committees to which they are appointed by the Council;
- Relevant Council Officers get copies of relevant agenda and reports for the committees which they report to;
- Public libraries get copies of **all** public agenda/reports.

City of York Council

Minutes

MEETING	URGENCY COMMITTEE
DATE	28 SEPTEMBER 2007
PRESENT	COUNCILLORS STEVE GALLOWAY (CHAIR), GILLIES, POTTER, SCOTT AND WALLER (AS SUBSTITUTE FOR JAMIESON-BALL)
APOLOGIES	COUNCILLOR JAMIESON-BALL

20. DECLARATIONS OF INTEREST

Members were invited to declare at this point in the meeting any personal or prejudicial interests they might have in the business on the agenda.

No interests were declared.

21. MINUTES

RESOLVED: That the minutes of the meeting of the Urgency Committee held on 3 August 2007 be approved and 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. STATEMENT OF ACCOUNTS 2006/07

Members received a report which set out the changes that had been made to the Statement of Accounts since their approval at Council on 28 June 2007, explained the reasons they had occurred and sought approval for the revised Accounts.

The report and the Accounts had been brought to Urgency Committee because there was a statutory requirement that the representative of the Audit Commission, the District Auditor, gave his opinion on the latest set of Accounts that had been approved by Members, and the District Auditor had to give his opinion before 30 September 2007. While normally the Accounts would be approved at full Council there was no meeting available that would meet these requirements and in such circumstances the Council's constitution allowed for Urgency Committee to take the decision on Council's behalf.

Annex 1 of the report provided details of all the changes made to the Statement of Accounts and copies of the revised Statement of Accounts had also been circulated to Members for consideration.

RESOLVED: (i) That the amendments set out in Annex 1 of the report be agreed and the revised Statement of Accounts for the financial year 2006/07 be approved;

(ii) That the Chair of the Urgency Committee be authorised to sign and date page 18 of the Accounts as a formal record that Members have approved them.

REASON: (i) The revised Accounts have to be formally approved by Members before the District Auditor can give his opinion on them;

(ii) The Accounts must be signed and dated at their formal approval by the Chair of the meeting.

COUNCILLOR S F GALLOWAY

Chair

The meeting started at 12.00 pm and finished at 12.15 pm.



Report to Urgency Committee**10th December 2007**

Report of the Director of Resources

Removal of Bonus Payments**Purpose of Report**

1. This report outlines the offer made to staff, from the options considered, the outcomes from staff meetings and resultant ballot, and asks members to endorse the agreement and its implementation.

Reason For Urgency

2. Corporate Management Team (CMT) on 27 July 2007 considered a range of options for the treatment of bonus. These options, and analysis of each one, are attached as Confidential Annexe 1a. CMT agreed that proposals for a buy out of bonus would be negotiated with the Unions, starting on 31 August, subject to a report back to Urgency Committee if satisfactory progress can be made with the trades unions and staff involved, to allow implementation by mid-December.

Consultation

3. Details of consultation are set out in confidential Annex 1.

Options/Analysis

4. Details of options considered and an analysis of them are set out in confidential Annex 1.

Corporate Priorities

5. Buying out bonus payments contributes to the council's aim of introducing a transparent and modern pay structure for all staff free of discrimination between male and female employees.

Implications

6.
 - **Financial** – Financial implications are covered in paragraph 7 of the confidential annexe.
 - **Human Resources (HR)** – HR implications are covered in the body of the confidential annexe

- **Equalities** – Equalities issues are covered in the body of the confidential annexe
- **Legal** - Legal issues are covered in the body of the confidential annexe and an assessment of tribunal outcome at Annexe 1e.
- **Crime and Disorder** - None
- **Information Technology (IT)** - None
- **Property** - None
- **Other** - None

Risk Management

7. Risk Management is covered in confidential Annex 1.

Recommendation

8. Members are asked to consider the report and approve the offer made to affected staff and its subsequent implementation.

Reason: To allow processing of the agreement before 31 December 2007.

Contact Details

Author:

Geoff Derham
Pay and Grading Project Manager
Tel 01904 551016

Chief Officer Responsible for the report:

Terry Collins
Director of Neighbourhood Services

Jamie Sims
Human Resources - Head of
Reward, Pay & Grading
Tel 01904 551711

Report Approved **Date** 30/11/07
Simon Wiles
Director of Resources & Project Director

Report Approved **Date** 30/11/07

Specialist Implications Officer(s)

Financial – Steve Morton, Corporate Finance Manager
HR – Jamie Sims, Head of Reward, Pay & Grading
Legal – Matthew Waterworth, Senior Assistant Solicitor – Employment & Education

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: Confidential Annex 1

By virtue of paragraph(s) 4, 5 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank