

Notice of meeting of

Staffing Matters & Urgency Committee

To: Councillors Waller (Chair), Runciman (Vice-Chair),
Alexander, Fraser and Gillies

Date: Monday, 21 February 2011

Time: 12.00 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 annexes 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 3 - 6)

To approve and sign the minutes of the meeting of the Staffing Matters & Urgency Committee held on 7 February 2011.

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 **5.00 pm** on Friday, 18 February 2011.

5. Redundancy (Pages 7 - 8)

This report advises Members of the expenditure associated with the proposed dismissal of a number of employees on the grounds of redundancy.

Exempt annexes containing details of the individual cases will be circulated to Members at the meeting.

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

7.

Democracy Officer:

Name: Fiona Young

Contact details:

- Telephone – (01904) 551027
- E-mail – fiona.young@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 দোআবী সরবরাহ 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

Committee Minutes

MEETING	STAFFING MATTERS & URGENCY COMMITTEE
DATE	7 FEBRUARY 2011
PRESENT	COUNCILLORS WALLER (CHAIR), RUNCIMAN (VICE-CHAIR), ALEXANDER, FRASER AND GILLIES

47. 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.

Cllr Fraser declared a personal interest in the business generally, as a member of the retired section of UNISON and the retired section of Unite (TGWU / ACTS section).

Cllr Alexander declared a personal interest in the business generally, as a member of the GMB.

48. EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That the press and public be excluded from the meeting during consideration of the annexes to agenda item 6 (Redundancy), on the grounds that they contain information relating to individuals and the financial affairs of particular persons, which 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).

49. MINUTES

RESOLVED: That the minutes of the Staffing Matters & Urgency Committee meeting held on 24 January 2011 be approved and signed by the Chair as a correct record.

50. PUBLIC PARTICIPATION

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

51. CHIEF OFFICERS PAY REVIEW

Members considered a report which set out the financial and non-financial implications of seeking to reduce Assistant Director (AD) pay from the

current grade of Chief Officer Group 10 to the top point of Chief Officer Group 9. A report on this subject had been requested by the Committee at their meeting on 20 December 2010 (Minute 35 of that meeting refers).

The report outlined the background to the current position regarding AD posts and pay scales, highlighting the recent reduction in the number of posts from 21 to 16 and consequent increase in individual workloads. A re-evaluation of the new AD roles had shown that all now fell within the Chief Officer Group 10 grade. Members were reminded of the need to take a long term view, bearing in mind that current pay and reward levels were low by comparison with other authorities and there was a need to recruit and retain highly motivated and performing staff. Any decision by the Committee to reduce AD pay could only be made in principle at this stage, and subject to the outcome of consultation and negotiation with the affected staff group and their representatives.

Cllr Alexander expressed disappointment that issue of a reduction in pay had not been considered before the new AD contracts were signed, and voiced concern that assigning ADs to higher pay grades when their workload increased due to the re-structure could set a precedent for all Council staff. He asked that his comments be recorded.

RESOLVED: (i) That the implications of seeking to reduce Assistant Director pay be noted.

(ii) That no action be taken in respect of the salaries of existing Assistant Director post holders but that the Chief Executive be authorised to review the progression mechanism and rewards associated with Assistant Director grades, including annual leave entitlement and incremental pay progression, with a recommendation that performance-related pay be introduced in future.¹

REASON: In order to clarify the mandate provided to the Chief Executive on the review of AD pay, whilst taking into account the financial, legal, operational and reputational implications detailed in the report.

Action Required

1. Begin review of AD salary structure, as agreed

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52. REDUNDANCY

Members considered a report which informed them of the expenditure associated with the proposed dismissal of a number of employees on the grounds of redundancy.

Details of the four cases in question were circulated at the meeting, as exempt annexes to the report. They involved a total of 5.5 posts, of which 3.5 related to fixed term contracts coming to a close, one to a voluntary

redundancy and one to a redundancy arising from a More for York restructure. No discretionary enhancements were proposed.

RESOLVED: That the expenditure associated with the proposed dismissal of the seven employees on the grounds of redundancy, as detailed in the exempt annexes to the report, be noted.

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

A WALLER, Chair

[The meeting started at 12.30 pm and finished at 1.25 pm].

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Staffing Matters and Urgency Committee

21st February 2011

Report of the Director of Customer and Business Support Services

Redundancy

Summary

1. This report advises Staffing Matters and Urgency Committee of the expenditure associated with the proposed dismissal of a number of employees on the grounds of redundancy.

Background

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

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 her.

Analysis

5. The analysis of each proposal can be found in the respective business case.

Corporate Priorities

6. The actions being proposed in this report are designed to support the Council's corporate priority "Effective Organisation" and are consistent with the required outcomes of the More 4 York programme.

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:
- 1) Note the expenditure associated with the proposed dismissal of the employees on the grounds of redundancy detailed in the annexes.

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

Contact Details

Author:

Chris Tissiman
Head of Strategic Workforce Planning
and Resourcing (Designate)
Human Resources
Ext 1715

Chief Officer Responsible for the report:

Ian Floyd
Director of Customer and Business Support Services

Report Approved

Date 11th February
2011

Ian Floyd
Director of Customer and Business Support Services

Report Approved

Date 11th February
2011

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

Individual Business Cases