

Notice of meeting of

Staffing Matters & Urgency Committee

To: Councillors Alexander (Chair), Gunnell, Fraser, Runciman and Gillies

Date: Monday, 21 November 2011

Time: 1.00 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 following:

Annexes to Agenda Item 5 (Redundancy) on the grounds that they contains 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 Monday 7 November 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 **Friday 18 November 2011 at 5.00 pm.**

5. Redundancy (Pages 7 - 10)

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

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

Democracy Officer:

Name: Judith Betts

Contact details:

- Telephone – (01904) 551078
- E-mail – judith.betts@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.

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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

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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.

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Holding the Executive to Account

The majority of councillors are not appointed to the Cabinet (39 out of 47). Any 3 non-Cabinet councillors can 'call-in' an item of business from a published Cabinet (or CMDS (Cabinet Member Decision Session)) agenda. The Cabinet 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;
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City of York Council

Committee Minutes

MEETING	STAFFING MATTERS & URGENCY COMMITTEE
DATE	7 NOVEMBER 2011
PRESENT	COUNCILLORS ALEXANDER (CHAIR), GUNNELL (EXCEPT MINUTE ITEM 67), FRASER, RUNCIMAN AND GILLIES

PART A- MATTERS DEALT WITH UNDER DELEGATED POWERS**63. 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.

Councillor Alexander declared a personal non prejudicial interest in agenda item 6 (Redundancy) as a member of GMB.

Councillor Fraser also declared a personal non prejudicial interest the same agenda item as a member of the retired sections of UNISON and Unite (TGWU/ACTS sections).

Councillor Gunnell declared a personal and prejudicial interest in relation to one of the annexes to agenda item 6 as it concerned a close family member. She left the room during the consideration of this item and took no further part in the meeting.

No other interests were declared.

64. EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That the press and public be excluded from the meeting during the consideration of agenda item 6 (Redundancy), on the grounds that it contains information relating to individuals and the financial affairs of particular persons, which is classified as exempt under Paragraphs 1.2 and 3 of Schedule 12A to

Section 100 of the Local Government Act 1972
(as revised by the Local Government (Access
to Information) (Variation Order).

65. MINUTES

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

66. PUBLIC PARTICIPATION

It was reported that there had been one registration to speak under the Council's Public Participation Scheme.

Mr Ken Beavan spoke on behalf of York Royal British Legion, in relation to Agenda Item 5 (Community Covenant). He spoke about how the Royal British Legion had only been alerted to the formulation of a Community Covenant with the distribution of agenda papers for the Committee meeting. He also spoke about how he wished for further consultation on the Community Covenant to take place with both the Royal British Legion and York Council for Ex-Servicemen. He wished for a meeting to take place with the Legion, the Council for Ex-Servicemen and all party leaders before final approval of the Covenant at Full Council.

67. 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 five individual employees concerned were contained in business cases circulated at the meeting. All the redundancies were voluntary and no discretionary enhancements were proposed.

RESOLVED: That the expenditure associated with the proposed dismissal of the employees on the

grounds of redundancy, as detailed in the annexes circulated at the meeting, be noted.

REASON: So that Members have an overview of the expenditure.

PART B-MATTERS REFERRED TO COUNCIL

68. COMMUNITY COVENANT

Members received a report which asked them to agree to the establishment of a Community Covenant with local armed forces subject to the approval of Council.

Officers expanded on the process of the establishment of the Community Covenant and explained that;

- Following approval by this Committee, the Covenant would then be considered by the Ministry of Defence (MOD), who would be expected to approve it.
- That an official 'signing' of the Covenant will be arranged by the MOD, which will include the three main services involved; the three armed forces, the Council and the York Council for Voluntary Services (CVS).
- That a Covenant Partnership would be set up consisting of representatives from the armed forces, the Council and York CVS in the first instance.
- That the Council will then encourage a wide range of further organisations to sign up to the Covenant and become part of the Covenant Partnership.
- That grant funding from the MOD will be available for those organisations who sign up to the Covenant Partnership to bid for.

In response to the comments raised by Ken Beavan, under Public Participation (Minute Item 66), Members stated that they wished for York Royal British Legion to be a primary signatory to the Community Covenant alongside the aforementioned partners.

Councillor Alexander stated that leaders across the Yorkshire and Humber area have agreed to enter into covenants. Further discussion will take place regarding how the Council will be represented on the partnership before the next Council meeting.

- RESOLVED:
- (i) That the report be noted.
 - (ii) That Council be asked to endorse the views of the Staffing Matters and Urgency Committee, in supporting a community covenant, and pledge its support to establish an Community Covenant Partnership for York.
 - (iii) That Council authorise the Chief Executive to hold discussions with representatives of our local armed forces to progress establishing a covenant.

REASON: To support relationships between the people of York and local armed forces.

Councillor J Alexander, Chair
[The meeting started at 1.00 pm and finished at 1.25 pm].



Staffing Matters and Urgency Committee**21 November 2011**

Report of the Director of Customer and Business Support Services

Redundancy**Summary**

1. This report advises the 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 are contained in the individual business cases to be circulated at the meeting 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:

Mark Bennett
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Support
Human Resources
Ext 4518

Chief Officer Responsible for the report:

Ian Floyd
Director of Customer and Business
Support Services

**Report
Approved**

Date 21
November
2011

Specialist Implications Officer(s):

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

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For further information please contact the author of the report

Background Papers: None

Annexes

Individual Business Cases (to be circulated at the meeting)

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