

Notice of a public meeting of

Staffing Matters & Urgency Committee

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

Date: Monday, 29 October 2012

Time: 1.00 pm

Venue: The Guildhall

AGENDA

1. **Declarations of Interest**

At this point in the meeting, Members are asked to declare any personal, prejudicial or disclosable pecuniary 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 6 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 - 4)

To approve and sign the minutes of the meeting of the Staffing Matters & Urgency Committee held on 15 October 2012.

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 26 October 2012 at 5.00 pm.**

5. Changes to Appointments to Council Bodies (Pages 5 - 8)

At the Annual Council meeting on 24 May 2012 appointments were made to Committees, outside and partnership bodies together with appointments to Chairs and Vice-Chairs for the 2012/13 municipal year. However, since those appointments were made it has been advised that a change is required to the agreed list. This report outlines the change needed.

6. Redundancy (Pages 9 - 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.

7. 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.

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 ভাষাতে তথ্য জানানোর জন্য সব ধরনের চেষ্টা করা হবে, এর জন্য দরকার হলে তথ্য অনুবাদ করে দেয়া হবে অথবা একজন দোভাষী 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 میا 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 Cabinet 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 following a Cabinet meeting or publication of a Cabinet Member decision. A specially convened Corporate and Scrutiny Management Committee (CSMC) will then make its recommendations to the next scheduled Cabinet meeting, 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;
- York Explore Library and the Press receive copies of **all** public agenda/reports;
- All public agenda/reports can also be accessed online at other public libraries using this link

<http://democracy.york.gov.uk/ieDocHome.aspx?bcr=1>

City of York Council

Committee Minutes

MEETING	STAFFING MATTERS & URGENCY COMMITTEE
DATE	15 OCTOBER 2012
PRESENT	COUNCILLORS ALEXANDER (CHAIR), FRASER, REID (SUBSTITUTE FOR COUNCILLOR RUNCIMAN) AND GILLIES
APOLOGIES	COUNCILLORS GUNNELL AND RUNCIMAN

43. DECLARATIONS OF INTEREST

At this point in the meeting, Members were asked to declare any personal, prejudicial or disclosable pecuniary interests they might have in the business on the agenda.

Councillor Alexander declared a personal non prejudicial interest in the general remit of the Committee as a member of GMB.

Councillor Fraser also declared a personal interest in the general remit of the Committee as a retired member of UNISON and Unite (TGWU/ACTS sections).

No other interests were declared.

44. EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That the press and public be excluded from the meeting during the consideration of agenda item 5 (Redundancy) on the grounds that it contains information relating to individuals and the financial affairs of particular persons.

45. MINUTES

RESOLVED: That the minutes of the meeting of the Staffing Matters and Urgency Committee held on 10 September 2012 be approved and signed by the Chair as a correct record.

46. PUBLIC PARTICIPATION

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

47. REDUNDANCY

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

Details of the four employees were contained as exempt annexes to the report. The annexes were circulated at the meeting, three of the redundancies were voluntary and one was compulsory. No discretionary enhancements were proposed.

RESOLVED: That the proposals presented on the grounds of redundancy as detailed in the annexes be noted.

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

Councillor J Alexander, Chair
[The meeting started at 1.00 pm and finished at 1.05 pm].



Staffing Matters and Urgency Committee**29 October 2012**

Report of the Assistant Director, Governance and ICT

Changes to Appointments to Council Bodies**Summary**

1. At the Annual Council meeting on 24 May 2012 appointments were made to Committees, outside and partnership bodies together with appointments to Chairs and Vice-Chairs for the 2012/13 municipal year. However, since those appointments were made we have been advised that a change is required to the agreed list.

Background

2. The requested change to the agreed appointments is:
Outside Bodies (page 40 of the report to Council)
 - Leeds and York Partnership NHS Foundation Trust replace Cllr Simpson-Laing with Cllr Douglas
3. This matter has been brought to the Staffing and Urgency Committee for agreement in view of the conflict of interest that now arises from Cllr Simpson-Laing also being Chair of the Health and Wellbeing Board.

Consultation

4. In accordance with the usual process for gathering nominations to available places at the Annual Council Meeting, all party Groups have been consulted on and provided with the necessary information on available places.

Options

5. Options open to the Committee are to approve or not approve the change to Council appointments set out at paragraph 2 of the report.

Council Plan 2011-15

6. Establishing an appropriate decision making and scrutiny structure, contributes to the Council delivering its core priorities set out in the Council Plan, effectively.

Implications

7. There are no known implications in relation to the following in terms of dealing with the specific matter before Members, namely to consider nominations to places on Committees and outside bodies:
 - **Financial**
 - **Human Resources (HR)**
 - **Equalities**
 - **Crime and Disorder**
 - **Property**
 - **Other**

Legal Implications

8. 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

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

Recommendations

Staffing Matters and Urgency Committee are asked to consider and agree the revised appointment to the Leeds and York Partnership NHS Foundation Trust for the remainder of the 2012/13 Municipal Year.

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

Author:

Dawn Steel
Democratic Services
Manager
Telephone: 01904 551030

Chief Officer Responsible for the report:

Andy Docherty
Assistant Director, Governance and ICT

**Report
Approved**



Date 9 October 2012

Specialist Implications Officers

Not applicable

Wards Affected:

All



For further information please contact the author of the report

Background Papers

None

Annexes

None

This page is intentionally left blank



Staffing Matters and Urgency Committee**29 October 2012**

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.

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 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:

Consider and note each proposal presented on the grounds of redundancy as detailed in the annexes.

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 HR Directorate
Support
Human Resources
Ext 4518

Chief Officer Responsible for the report:

Ian Floyd
Director of Customer and Business
Support Services

**Report
Approved**

Date 19 October
2012

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 (to be circulated at the meeting)