



Notice of meeting of

Staffing Matters & Urgency Committee

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

Date: Monday, 30 July 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 or disclosable pecuniary interests they may have in the business on this agenda.

2. Minutes (Pages 3 - 6)

To approve and sign the minutes of the meeting of the Staffing Matters & Urgency Committee held on 9 July 2012.

3. 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 27 July 2012 at **5.00 pm**.

4. Changes to Committee Membership (Pages 7 - 8)

To agree changes to Committee membership in accordance with the wishes of political groups.

5. 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;
- Public libraries get copies of **all** public agenda/reports.

City of York Council

Committee Minutes

MEETING	STAFFING MATTERS & URGENCY COMMITTEE
DATE	9 JULY 2012
PRESENT	COUNCILLORS ALEXANDER (CHAIR), SIMPSON-LAING (SUBSTITUTE), GUNNELL, RUNCIMAN AND BARTON (SUBSTITUTE)
APOLOGIES	COUNCILLORS GILLIES AND FRASER

18. **DECLARATIONS OF INTEREST**

Members were asked to declare at this point in the meeting any personal or prejudicial interests that they might have had 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 Gunnell declared a personal non prejudicial interest in the general remit of the Committee as a member of Unison.

Councillor Simpson-Laing declared a personal non prejudicial interest in the general remit of the Committee as a member of Unison.

No other interests were declared.

19. **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.

20. MINUTES

RESOLVED: That the minutes of the Staffing Matters and Urgency Committee held on 25 June 2012 be approved and signed by the Chair as a correct record.

21. PUBLIC PARTICIPATION

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

22. REDUNDANCY

The Chair gave an update and informed Members that it had been agreed at the Leaders meeting to reduce costs the Staffing Matters and Urgency Committee would:

- receive a report every three months detailing what redundancies had taken place.
- only sign off redundancies over £25,000.
- deal with any discretionary issues.

Members agreed that it would be useful if the report could show a break down of redundancies by departments. Officers agreed to bring a report to the next meeting detailing the new arrangements.¹

Members received a report which advised them of the expenditure associated with the proposed dismissal of one employee on the grounds of redundancy and two discretionary requests made by employees for flexible retirement, there were no costs to the employer associated with these requests.

Details of the three employees were contained as exempt annexes to the report. The annexes were circulated at the meeting, the redundancy was voluntary and no discretionary enhancements were proposed.

RESOLVED:

- (i) That the discretionary requests for flexible retirement be granted.
- (ii) That the proposal presented on the grounds of redundancy as detailed in the annex be considered and noted.

- (iii) That a report detailing the new arrangements be brought to the next meeting.

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

Action Required

Report to the next meeting detailing what changes had been MB agreed.

Cllr Alexander, Chair

[The meeting started at 1.00 pm and finished at 1.10 pm].

This page is intentionally left blank

Independent Members Appointments	- Cllr Sandy Fraser
Staffing and Urgency	- Cllr Sandy Fraser
Scrutiny Management Committee (Sub)	- Cllr Sandy Fraser
Health Overview and Scrutiny Committee	- Cllr Sandy Fraser
York North Yorkshire Waste	- Cllr David Levene
Yorkshire Coastal Committee (Sub)	- Cllr David Levene
YorWaste	- Cllr David Levene
Yorventure Management	- Cllr David Levene
Patrol Adjudication	- Cllr David Levene
LGA General Assembly (Sub)	- Cllr Sonja Crisp
Learning and Culture Scrutiny Committee	- Cllr Steve Burton
Economic Scrutiny Committee	- Cllr Neil Barnes
LDF Working Group	- Cllr David Horton
Learning and Culture Scrutiny Committee (Sub)	- Cllr Barbara Boyce
Environmental Appeals (Sub)	- Cllr Ruth Potter
Community Safety Scrutiny Committee	- Cllr Gerard Hodgson
Community Safety Scrutiny Committee (Sub)	- Cllr Barbara Boyce
York CVS	- Will not be filled due to reduced council representation
Economic Scrutiny Task Groups	- (Up to members of Economic Scrutiny Committee)

This page is intentionally left blank