



Notice of a public meeting of

Staffing Matters & Urgency Committee

- To:** Councillors Alexander (Chair), Boyce, Fraser, Gillies and Aspden
- Date:** Monday, 24 June 2013
- Time:** 1.00 pm
- Venue:** The Giles Room (FO22) The Giles Room (FO22), West Offices, York

AGENDA

1. Declarations of Interest

At this point in the meeting, Members are asked to declare:

- any personal interests not included on the Register of Interests
- any prejudicial interests or
- any disclosable pecuniary interests

which they may have in respect of 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 it 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 10 June 2013.

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 21 June 2013 at 5.00 pm**.

5. Redundancy (Pages 7 - 8)

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. Changes to Appointments to Outside Bodies (Pages 9 - 12)

At the Annual Council meeting on 23 May 2013 appointments were made to Committees, outside and partnership bodies together with appointments to Chairs and Vice-Chairs for the 2013/14 municipal year. However, since those appointments we have been advised of an addition and a change required to the agreed list.

7. Urgent Business

Any other business which the Chair considers 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 on the agenda
- Any special arrangements
- Copies of reports

Contact details are set out above.

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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.

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

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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	10 JUNE 2013
PRESENT	COUNCILLORS BOYCE, FRASER, GILLIES, SIMPSON-LAING (SUB FOR CLLR ALEXANDER) AND REID (SUB FOR CLLR ASPDEN)
APOLOGIES	COUNCILLORS ALEXANDER & ASPDEN

PART A - MATTERS DEALT WITH UNDER DELEGATED POWERS

6. ELECTION OF CHAIR

Due to the absence of the Chair, Members were asked to elect a Chair for the meeting.

RESOLVED: That Councillor Simpson-Laing be elected as Chair.

7. DECLARATIONS OF INTEREST

At this point in the meeting, Members were invited to declare any personal, prejudicial or disclosable pecuniary interests, other than their standing interests, that they might have in the business on the agenda.

No interests were declared.

8. EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That the press and public be excluded from the meeting during the consideration of annexes to Agenda Item 6 (Redundancy) on the grounds that they contain information relating to individuals. 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).

9. MINUTES

RESOLVED: That the minutes of the meeting of the Staffing Matters and Urgency Committee held on 28 May 2013 be approved and signed by the Chair as a correct record,

10. PUBLIC PARTICIPATION

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

11. CHANGES TO APPOINTMENTS TO COUNCIL BODIES

Consideration was given by Members to a report which asked them to consider and agree to changes to appointments to Council Committees and Outside Bodies, which had originally been agreed at the Annual Council meeting.

In the view of the timing of forthcoming meetings of these Committees and bodies, the report asked Members to agree to the following changes;

Quasi-Judicial/Regulatory Function

- Audit and Governance Committee- to add Councillor Brooks as the Conservative member and Vice Chair of the Committee in place of Councillor Steward. Councillor Steward to be listed as the first Conservative substitute in place of Councillor Brooks.
- Gambling, Licensing and Regulatory Committee- to add Councillor Taylor as the Green member in place of Councillor D'Agorne.

Scrutiny Functions

- Learning and Culture Overview and Scrutiny Committee- to add Councillor Taylor as the Green member in place of Councillor D'Agorne and to add Councillor D'Agorne as the substitute representative in place of Councillor Taylor.

Joint Working/Other

- Ofsted Sub-Group- replace Councillor Cunningham-Cross with Councillor Boyce as the third Labour member on this Group.

RESOLVED: (i) That the report be noted.

(ii) That the changes to the appointments to Council Committees and Outside Bodies as listed above be agreed.¹

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

Action Required

1. To update the list of Council Appointments.

JP

PART B - MATTERS REFERRED TO COUNCIL

12. REDUNDANCY

Members considered a report which asked them to agree to the dismissal of a Chief Officer on the grounds of compulsory redundancy and the approval for the Council to make payments in respect of both statutory and contractual obligations in respect to the dismissal.

Details of the employee were contained as an exempt annex to the report, this annex was circulated at the meeting.

The report informed Members that there was also a requirement for the financial package, if approved, to be considered at a Full Council meeting in line with the Council's Pay Policy 2013/14. It suggested that Members recommend to Full Council that the wording in the Council's Pay Policy be changed to allow all future Chief Officer severance packages over £100k in value to be considered and agreed at Staffing Matters and Urgency Committee. Given the frequency of Council meetings, if the recommendation was approved, this would then shorten the decision making process and associated costs attached with this.

Discussion between Members took place on issues associated around access to information on redundancy cases due to be presented at Staffing Matters and Urgency Committee meetings before the meeting, particularly in regards to allowing careful consideration of the details of the cases. Discussion also took place on the individual compulsory redundancy case itself.

Some Members suggested that the decision on whether to agree to compulsory dismissal be deferred until the next meeting, in order to give Members more time to examine the information circulated to them about the particular case. However, following an Officer presentation of the report and full debate all Members felt that they could make a proper decision without having to defer the issue until the next meeting.

RECOMMENDED: (i) That the proposed dismissal on the grounds of redundancy, and the associated expenditure detailed in the annex be agreed and details of the financial impact be referred to Full Council for its information and consideration.

REASON: In order to implement the City & Environmental Services restructure and make the required budgetary savings at Assistant Director level.

(ii) Recommend to Full Council that the wording of the Council's Pay Policy is amended to allow all future Chief Officer financial packages to be considered and approved at Staffing Matters and Urgency Committee.

REASON: To reduce timescales and associated costs relating to the Chief Officer redundancy process.

Councillor T Simpson-Laing, Chair
[The meeting started at 1.00 pm and finished at 1.55 pm].



Staffing Matters and Urgency Committee**24 June 2013**

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:
 - 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
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 14 June
2013

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)



Staffing Matters and Urgency Committee
24 June 2013

Report of the Assistant Director, Governance and ICT

Update - Changes to Appointments to Council Bodies

1. At the Annual Council meeting on 23 May 2013 appointments were made to Committees, outside and partnership bodies together with appointments to Chairs and Vice-Chairs for the 2013/14 municipal year. However, since those appointments were made we have been advised of an addition and a change that are required to the agreed list.

Background

2. At the Annual Council meeting the following appointments were made to the York Education Partnership:

York Education Partnership (2)

Labour (1)	Cllr Looker
	Cllr Cunningham-Cross (Substitute)
Liberal Democrat (1)	Cllr Runciman
	Cllr Reid (Substitute)

It has since come to light that under the terms of reference of this Group that the membership should consist of:

- The Cabinet Member (Cllr Looker) together with
- A representative of the main Opposition Group (Cllr Brooks) (Conservative)

In view of the cross party interest in education within the city, we are currently liaising with the Partnership with a view to potentially increasing member representation on this body. Details of the outcome of these discussions, if known, will be reported at the meeting.

3. Appointments were also made at the Annual Meeting to the North Yorkshire Fire and Rescue Authority at which time the remaining third

Labour nomination was still to be confirmed. Notification of this final Labour place on the Fire Authority will be reported at the meeting.

4. Since this report was written we have also been informed of the two Conservative substitute representatives, on the Heath Overview & Scrutiny Committee (Cllrs Richardson and Galvin), which were to be confirmed following the Annual Council meeting.
5. These matters have been brought to the Staffing Matters and Urgency Committee for agreement in view of the timing of forthcoming meetings and following receipt of further information since the appointments were made at the Annual Meeting.

Consultation

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

Options

7. Options open to the Committee are to approve or not approve the changes to the Council appointments set out at paragraphs 2 and 3 of the report.

Council Plan 2011-15

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

Implications

9. 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

10. 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

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

Recommendation

12. Staffing Matters and Urgency Committee is asked to consider and agree the appointments to the North Yorkshire Fire and Rescue Authority and the York Education Partnership, together with the substitute representatives on the Health Overview & Scrutiny Committee for the remainder of the 2013/14 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
Head of Civic and
Democratic Services
Telephone: 01904 551030

Chief Officer Responsible for the report:

Andy Docherty
Assistant Director, Governance and ICT

**Report
Approved**



Date 21 June 2013

Specialist Implications Officers

Not applicable

Wards Affected: Not applicable

All



For further information please contact the author of the report

Background Papers None
Annexes None

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