

Meeting	Staffing Matters & Urgency Committee
Date	24 November 2014
Present	Councillors Aspden, Fraser, Watson, Simpson-Laing (Chair and Substitute for Councillor Alexander) and Healey (Substitute for Councillor Steward)
Apologies	Councillors Alexander and Steward
In Attendance	Councillors Crisp and Warters

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## **Part A- Matters Dealt with under Delegated Powers**

### **46. Declarations of Interest**

At this point in the meeting, Members were asked to declare any personal, prejudicial or disclosable pecuniary interests that they might have had in the business on the agenda. No interests were declared.

### **47. Exclusion of Press and Public**

Resolved: That the press and public be excluded during the consideration of annexes to Agenda Item 7 (Redundancy) (Minute Item 52) refers on the grounds that it refers 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).

### **48. Minutes**

Resolved: That the minutes of the last meeting held on 10 November 2014 be approved and signed by the Chair as a correct record.

#### **49. Public Participation**

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

Councillor Crisp spoke on Agenda Item 6 (Appointments to Committees and Outside Bodies).

She expressed significant concern at one of the recommendations in the report which requested that Members replace her position as Chair of NewCo Shareholders Group with that of Councillor Steward. She highlighted that the Committee had previously voted for her to Chair the NewCo Shareholders Group at their last meeting on 10 November 2014. She questioned why the decision had been put forward for reconsideration and a new proposal recommended without justification for alteration of the original appointment. She requested that Members uphold the original decision reached to elect her, as the Cabinet Member for Leisure, Culture and Tourism, to Chair the NewCo Shareholders Group and reject the appointment of Councillor Steward as Chair.

She added that her long involvement with the NewCo project and involvement with private sector partners as the Director of Visit York made her the appropriate person to be Chair to ensure that ambitions for a prosperous city economy and thriving and growing business and tourism base were driven forward.

Further to this public participation session, the Chair suggested that it might be appropriate to look into the possibility of webcasting Staffing Matters and Urgency Committee meetings.

#### **50. Director of Adult Services and Assistant Director of Adult Services - Appointment Process and Remuneration**

*[See under Part B Minute]*

Members considered a report outlining and seeking approval to a proposed recruitment and appointment process for the both the Director of Adult Services and Assistant Director of Adult Services, including proposals for temporarily filling the Assistant Director post. The report set out proposals for remuneration, involving a Recruitment Agency and for establishing Appointments Panels.

It was noted that Members had also received representations from Councillors Scott and King in relation to proposals to use an external recruitment agency, proposed management structures and the remuneration package.

A full discussion took place on those proposals including whether a market supplement should be offered as part of the remuneration package and the use of external recruitment agencies and their associated costs and benefits. Officers explained the reasons for the use of recruitment agencies to source and shortlist candidates, advising Members that those costs would be met from the budget available through vacancies in Adult Social Care. The basis for suggesting an appropriate market supplement was also explained.

In response to Members' comments upon standardising comparator authorities, Officers confirmed that future comparator information could indeed be presented in that way in future, with the addition of 'specialist' or specific comparators, where required. To assist understanding of the type of recruitment costs involved with an external agency, a breakdown of the costs involved in the recruitment of the last Chief Officer would be circulated to Members.

Resolved: (i) That the posts concerned be filled on the following basis:

Permanent appointment to Director of Adult Services;

Initial interim appointment to Assistant Director of Adult Services pending a permanent appointment being made to the Director of Adult Services;  
Subsequent permanent appointment to Assistant Director post, when the new Director has been appointed;

(ii) That a market supplement should not be offered as part of the remuneration of these positions.

(iv) That two Appointments Committees consisting of three members, one from Labour, one from Conservative and one from Liberal Democrat be established to deal with the appointments;

- (v) That these Appointment Committees conduct the final interviews, select a successful candidate and make an offer of employment subject to the necessary employment procedures;
- (vi) That a recruitment agency be engaged to support the Appointments Committees with the process subject to a report detailing the procedural and financial costs involved being considered at the next Staffing Matters and Urgency Committee.<sup>1</sup>

Reason: To progress appointments, reduce risks highlighted in the report and for Members to have an overview of the financial costs involved in relation to these critical roles.

Action Required

1. To provide a report to the Committee.

MB

## **51. Appointments to Committees and Outside Bodies**

Members considered a report which asked them to agree to change two appointments. One was to the Adoption Panel, which had been approved at the Annual Council Meeting in May, and the other to the nomination of Chair for the NewCo Shareholders Group which had been considered at the previous Staffing Matters and Urgency Committee on 10 November 2014.

A full debate took place on the nomination of an alternative Chair to the NewCo Shareholders Group, which Members were advised was procedurally in order. After, it was

Resolved: (i) That Councillor Gunnell be appointed as the Council's representative on the Adoption Panel in place of Councillor Wiseman.

(ii) That Councillor Steward be appointed to Chair the NewCo Shareholders group in place of Councillor Crisp.

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

## **52. Redundancy**

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

Details of the two business cases were circulated at the meeting in exempt annexes to the report.

Resolved: That the expenditure associated with the proposed dismissal of the employees on the grounds of redundancy be noted.

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

## **Part B- Matters Referred to Full Council**

### **53. Director of Adult Services and Assistant Director of Adult Services-Appointment Process and Remuneration**

*[See under Part A minute]*

Members considered a report outlining and seeking approval to a proposed recruitment and appointment process for the both the Director of Adult Services and Assistant Director of Adult Services, including proposals for temporarily filling the Assistant Director post. The report set out proposals for remuneration, involving a Recruitment Agency, and for establishing Appointments Panels.

Recommend: That Council agree that a remuneration package for the Director of Adult Services be set at £88,000-£102,000.

Reason: To progress the appointment for this critical role.

Councillor T Simpson-Laing, Chair  
[The meeting started at 1.00 pm and finished at 2.15 pm].