

Meeting:	Organisational Development Committee	Date:	17 June 2015
Subject:	Proposal Document For Consultation		
Report Of:	Cabinet Member for Performance & Resources		
Wards Affected:	n/a		
Key Decision:	N/A	Budget/Policy Framework:	No
Contact Officer:	Martin Shields, Corporate Director, Services & Neighbourhoods and Acting Head of Paid Service		
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Appendices:	1. Proposal Document For Consultation		
	2. Corporate Director Job Description		
	3. Corporate Director Person Specification		

FOR GENERAL RELEASE

1.0 Purpose of Report

- 1.1 This report sets out details of the responses received and considered during the period of consultation on the proposed management structure re-organisation which includes deletion of the Director of Resources and Head of Legal and Policy Development roles and the creation of a Corporate Director role. The report seeks final approval for the proposed structure.

2.0 Recommendations

- 2.1 Organisational Development Committee is recommended to **RESOLVE** that:
- (1) The proposed management structure as outlined in this report and set out in Appendix 1 be approved.
 - (2) The proposed process, set out in Appendix 1, for implementation of the new management structure be approved; and
 - (3) The Head of Paid Service be authorised to vary the proposed process for implementation of the new structure if necessary to ensure efficiency, effectiveness and fairness in implementing the new management structure.

3.0 Background and Key Issues

- 3.1 The attached consultation document sets out the key issues and reasons for the recommendations in the summary, Members will be aware of the need to undertake the restructure following the recommendations of the Peer Challenge review and

the significant changes to the roles of the Corporate Director of Resources and the Head of Legal and Policy Development.

- 3.2 The Corporate Director of Resources role is no longer required in the existing format as the organisation has restructured its Senior Management Team responsibilities since the departure of the previous post holder.
- 3.3 The Head of Legal and Policy Development role has significantly reduced since the City Council entered a partnership with the County Council which has seen the External Marketing and Communications service transferred to the County Council's Communications team and a shared legal arrangement which sees all of the Council's legal services being delivered by 'One Legal'.
- 3.4 The significant changes to both of these roles gives the Council the opportunity for a management structure review and it is proposed to disestablish both of the existing roles and create a new single Corporate Director post. The services to be overseen by the new post are shown on pages 5 and 6 of Appendix 1.
- 3.5 At the close of the consultation period (18th May 2015) there were no formal objections to the proposals. Unison were consulted and they had no comments on the report itself but they did say that they supported an internal ring-fenced recruitment process. The employee affected confirmed at a meeting on 12th May 2015 that they would not be making any representations at all and did not do so by the 18th May.
- 3.6 The Job Description and Person Specification for the Corporate Director role are appended to this report for completeness.

4.0 Alternative Options Considered

4.1 Retain the status quo

- 4.1.1 This option is not viable as both roles of Corporate Director of Resources and Head of Legal and Policy Development have significantly changed and are no longer required in their current formats.

5.0 Reasons for Recommendations

- 5.1 Members will be aware of the recommendations within the Peer Challenge Review to bring resilience to the Senior Management Structure by having two Corporate Directors in post to support the Managing Director.
- 5.2 This proposed structure sees the disestablishment of the two roles of Corporate Director of Resources and Head of Legal and Policy Development which are no longer required and creates a new role focusing on frontline customer service which also meets the recommendations of the Peer Challenge Review.

6.0 Future Work and Conclusions

- 6.1 If the recommendations are approved, the appropriate processes will be followed to implement the new structure.

7.0 Financial Implications

- 7.1 Savings are predicted to arise from this review, by disestablishing the two roles and creating a new Corporate Director role.

(Financial Services have been consulted in the preparation of this report)

8.0 Legal Implications

- 8.1 The implementation of the new structure and selection to the Corporate Director post will need to follow due process including by reference to internal HR procedures, employment law and the Constitution.

- 8.2 The Monitoring Officer role will continue to be undertaken by an Officer from within the Council as the proposals include the Monitoring Officer role within the responsibilities of one of the Corporate Director posts.

(Legal Services have been consulted in the preparation of this report)

9.0 Risk & Opportunity Management Implications

- 9.1 The proposed changes bring about an opportunity to refocus Senior Management resources to deliver the priorities within the Council Plan.

- 9.2 Resilience at Senior Management level will be achieved by filling the new Corporate Director role, thereby restoring the permanent second Director role as recommended by the Peer Challenge Review.

10.0 People Impact Assessment (PIA):

- 10.1 The PIA Screening Stage was completed and did not identify any potential or actual negative impact, therefore a full PIA was not required.

11.0 Other Corporate Implications

Community Safety

- 11.1 There are no specific issues arising from this report.

Sustainability

- 11.2 There are no specific issues arising from this report.

Staffing & Trade Union

- 11.3 The affected staff member and the Trade Union have been consulted throughout the process. The affected staff member will be ring fenced for the new Corporate Director role.

Background Documents: Peer Review Report
HR Policies and Procedures