
REPORT ON THE DISCHARGE OF COUNCIL FUNCTIONS (FOLLOWING THE CORPORATE RESTRUCTURE)

To: **Council – 10 July 2014**

By: Director of Community Services for the Chief Executive

Classification: **Main report and Annex 4 and 5 are Unrestricted
Annex 1, 2 and 3 are Restricted (Restricted by virtue of paragraph 2 of Part 1 of Schedule 12A of the Local Government Act 1972)**

Ward: **N/A**

Summary: This report fulfils the requirement of the Head of Paid Service to report to full Council on the manner in which the discharge of the Council's functions is co-ordinated, the number and grade of officers required for the discharge of functions and the organisation of officers. This is in accordance with the Council's Constitution, Part 2, Article 12.

For Information

1.0 Introduction and Background

1.1 In accordance with the Council's Constitution, the Head of Paid Service is required to report to full Council on the manner in which the discharge of the Council's functions is co-ordinated, the number and grade of officers required for the discharge of functions and the organisation of officers.

1.2 In April 2014, the structure of the organisations was changed to meet the ongoing and future needs of the Council and this report provides Council with the detail of the new structure and the rationale for the changes.

2.0 The Current Organisation Structure

2.1 Background

2.1.1 The background and imperative to restructure is laid out at section 1 of the restructure consultation document provided at Annex 1.

2.1.2 The vision, which identifies the corporate focus for the organisation is laid out at section 2 of the restructure consultation document provided at Annex 1. There are six key deliverables identified within this vision and the changes to the organisation's structure are all related to the achievement of these.

2.2 Changes to the Structure

2.2.1 The changes to the structure are laid out at sections four through to eight of the restructure consultation document provided at Annex 1.

2.2.2 At Annex 3, End of Consultation Document, changes resulting from the final 14 day consultation period are documented. These changes are in addition to those outlined in Annex 1 (sections 4 – 8).

2.3 Consultation

2.3.1 The structure changes were subject to an initial 45 day formal consultation with unions and staff and then a further 14 day formal consultation period.

2.3.2 The additional 14 day consultation period arose due to changes being made to the proposal as a consequence of feedback received during the initial consultation period. A summary of these changes (although they are incorporated into the document at annex 1) is provided in the document 'Restructure changes resulting from consultation feedback' at Annex 2.

2.3.3 The 14 day consultation period also resulted in valuable feedback that influenced the final structure to be implemented. The changes resulting from this consultation are documented at Annex 3.

2.4 New Structure

2.4.1 Attached at Annex 4 is the Senior Management structure detailing the management of the council's functions by Director. There have been some changes to the line management of functions resultant from a review of service priorities and how best to align services so that skills can be flexibly deployed. For example, moving Property Management into Community Services so that it can work more closely with Economic Development.

2.4.2 Attached at Annex 5 are more detailed structure charts detailing the number and grade of officers for each function.

3.0 Corporate Implications

3.1 Financial and VAT

3.1.1 The restructure was undertaken on the premise that an efficiently run organisation would always keep costs to a minimum through setting structures that minimise management costs. As a result of this review, full year savings of £150,000 per annum will be achieved as part of the 2015/16 Budget build. Any savings in 2014/15 will be used to offset severance costs payable as well as providing funds for transitional arrangements

3.2 Legal

3.2.1 The Council is required by the Local Government Acts to employ suitably qualified individuals as Head of Paid Service, Chief Financial Officer and Monitoring Officer. The proposed structure complies with those requirements.

3.2.2 The Council's Constitution provides for the manner in which the discharge of the Council's functions is co-ordinated.

3.3 Corporate

3.3.1 Relevant employment policies have been followed during the course of this restructure.

3.4 Equity and Equalities

3.4.1 There are no implications

Contact Officer:	Director of Community Services
Reporting to:	The Chief Executive

Annex List

Annex 1	Restructure consultation document
Annex 2	Restructure changes resulting from consultation feedback
Annex 3	End of consultation document
Annex 4	Senior management structure
Annex 5	Detailed structure charts

Corporate Consultation Undertaken

Finance	Pal Cook, Interim Director of Corporate Resources and Deputy S151
Legal	Steven Boyle, Interim Legal Services Manager & Monitoring Officer