

Agenda item:

**Title of meeting:** Employment Committee

**Date of meeting:** 16<sup>th</sup> September 2014

**Subject:** Senior Management Structure

**Report by:** Chief Executive

**Wards affected:** N/A

**Key decision:** No

**Full Council decision:** No

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**1. Purpose of report**

The purpose of this report is to seek Members' approval to conduct a review of the council's senior management structure.

**2. Recommendations**

Members are **recommended** to ask the Chief Executive to carry out a review of the council's senior management structure, and report back to a future meeting with options for a new structure and a timetable for implementation

**3. Background**

3.1 The council's senior management structure is currently as shown on the chart at Appendix 1. This structure was last fully and formally reviewed in 2012, although this was, in itself, part of a gradual process of reduction in the number of senior management posts from 33 to 20 now.

3.2 Although the last review of the structure was relatively recent, the environment in which the council operates continues to change rapidly. The need to identify financial savings is intensifying, new responsibilities are arising (and some reducing), different models of service delivery are emerging, and working arrangements with partner organisations are changing. It is important for the senior management structure to reflect the council's current and future priorities. It is also right, in the current climate, that reductions in the cost of senior management are sought.

**4. Process**

4.1 Subject to Members' approval, the Chief Executive will carry out a review of the senior management structure, taking account of the factors referred to above. Once completed, the Chief Executive will propose his recommended structure to this committee.

- 4.2 Proposals are likely to have a direct impact on existing post holders and will identify post/s that may be deemed 'at risk' as a consequence. The council will therefore have an obligation to consult unions and employees. Consultation must commence 'in good time', which will mean a minimum of either 30 days or 45 days, depending on the overall number of redundancies across the council at that time.
- 4.3 Proposals in relation to the senior management structure will inevitably be of wider interest to the council's staff and unions and therefore consideration will need to be given to both the method and length of consultation.
- 4.4 Following consultation a period of 'cooling off' will need to take place to consider feedback and representations, we could anticipate this taking 2-4 weeks depending on the number of responses received during consultation. A proposed structure will be finalised and taken to Committee for approval. A detailed recruitment/selection timetable will be developed as part of the consultation process and approval sought from Committee regarding this.

**5. Equalities Impact Assessment**

A full equalities impact assessment will be carried out in respect of the proposed new structure and its implementation

**6. Legal implications**

The legal implications in terms of consultation are contained within the report. Implications of any new structure will be considered at the time the structure is proposed to members at a future meeting.

**7. Finance comments**

The financial implications of any new structure will be provided when proposals are reported back to the committee. Members should note that savings arising from a reduction in senior management posts would be reduced by any consequent uplift required below that level.

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Signed by:

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by ..... on .....

.....  
Signed by: