

## EMPLOYMENT COMMITTEE

MINUTES OF THE MEETING of the Employment Committee held on Thursday, 19 February 2015 at 10am in the Guildhall.

### Present

Councillor Donna Jones (Chair)  
Luke Stubbs (Vice-Chair)  
John Ferrett  
Hugh Mason (deputising for Councillor  
Vernon-Jackson)  
Darren Sanders  
Lynne Stagg

### Officers Present

David Williams, Chief Executive  
Julian Pike, Deputy Head of Finance & s151  
officer  
Julie Barratt, Assistant Head of HR -  
operational  
Rochelle Brown, HR Business Partner  
Shaun Tetley, Payroll and Pensions Manager  
Peter Baulf, Assistant City Solicitor, Litigation,  
Enforcement and Advocacy.

#### 8. Apologies for Absence (AI 1)

Councillor Gerald Vernon-Jackson sent his apologies and Councillor Hugh Mason attended as his standing deputy.

#### 9. Declarations of Members' Interests (AI 2)

No interests were declared.

#### 10. Senior Management Structure (AI 4)

(TAKE IN REPORT)

Exempt appendix C was tabled at the meeting. Provision had been made on the agenda to move into exempt session if the contents of exempt appendices B and C were to be discussed in any detail. Members decided to hold the meeting in open session as far as possible.

David Williams, Chief Executive introduced the report to update members on the outcome of the consultation on the proposed changes to the council's senior management structure and to suggest amendments in light of the responses. The Senior Management Structure that was consulted on is attached as appendix one.

The Chair thanked David Williams for his report, HR and Legal Officers for their outstanding support and also staff and partners for the high standard of responses received. The Chair then proposed the following amended posts and functions in light of the consultation responses.

<b>New Heads Of Service Posts</b>	<b>Functions</b>
Director of Children Services & Education <b>Statutory Director of Children Service</b>	Statutory functions of DCS <ul style="list-style-type: none"> <li>○ School Improvement</li> <li>○ Inclusion &amp; Admissions</li> <li>○ School Places &amp; Commissioning</li> <li>○ Early Years ( Education)</li> <li>○ Music Service</li> </ul>
Director of Children's Social Care	<ul style="list-style-type: none"> <li>○ Assessment Services</li> <li>○ Looked After Children</li> <li>○ Safeguarding Review &amp; Monitoring</li> <li>○ Adoption &amp; Fostering</li> <li>○ Integrated Targeted Youth Service</li> <li>○ YOT</li> </ul>
<b>New Heads Of Service Posts</b>	<b>Functions</b>
Director of Adult Services <b>Statutory Director of Adult Social Care</b>	Statutory Functions of DASS <ul style="list-style-type: none"> <li>○ Older Persons Service ( Including Assessment &amp; Support teams, Sensory Impairment, Physical Disability, Social Work / OT field work).</li> <li>○ Learning Disabilities</li> <li>○ Adult Safeguarding &amp; Professional Standards</li> <li>○ Residential Services</li> <li>○ Adult Mental Health</li> <li>○ Independent Wellbeing</li> <li>○ Carers</li> <li>○ Recovery Hub (Substance Mis-use)</li> <li>○ Continuing Health Care</li> </ul>
Director of Public Health <b>Statutory Director of Public Health</b>	Statutory Functions of Director of Public Health <ul style="list-style-type: none"> <li>○ Health Improvement</li> <li>○ Health Protection</li> <li>○ Promotion &amp; Protecting Health &amp; Wellbeing</li> <li>○ Commissioning Health Services</li> <li>○ Health &amp; Equalities</li> <li>○ Children Centres</li> </ul>
Director of Regulatory, Community Safety & Troubled Families	<ul style="list-style-type: none"> <li>○ Substance Mis-use</li> <li>○ Domestic Violence Unit</li> <li>○ Anti -Social Behaviour</li> <li>○ Trading Standards</li> <li>○ Environmental Health</li> <li>○ Civil Contingencies</li> <li>○ Dog Kennels</li> <li>○ Troubled Families</li> </ul>

Director of Integrated Commissioning Unit	<ul style="list-style-type: none"> <li>○ Integrated Commissioning</li> </ul>
Director of Finance & Information services <b>Section 151 Officer</b>	<p><b>Statutory functions of S.151 Officer</b></p> <ul style="list-style-type: none"> <li>○ Finance ( Including Accountancy, EBS, Payroll)</li> <li>○ Information Services</li> </ul>
Director of HR, Legal & Procurement	<ul style="list-style-type: none"> <li>○ Human Resources</li> <li>○ Audit ( including Counter Fraud)</li> <li>○ Coroner Service</li> <li>○ Strategy (including Traded Services)</li> <li>○ Legal</li> <li>○ Procurement</li> </ul>
<b>New Heads Of Service Posts</b>	<b>Functions</b>
Director of Community & Communications	<ul style="list-style-type: none"> <li>○ Help Desk</li> <li>○ Community Engagement</li> <li>○ Website</li> <li>○ Revenue &amp; Benefits (excluding Counter Fraud)</li> <li>○ Communications</li> <li>○ Democratic Services ( including FOI, Election Services, Lord Mayor's Office, Members Services)</li> </ul>
Director of Property	<ul style="list-style-type: none"> <li>○ Business Improvement</li> <li>○ Property Management &amp; Maintenance</li> <li>○ Private Sector Housing</li> <li>○ Local Authority Housing ( including Leasehold &amp; Commercial Services, Housing Options, Out of Hours, Sheltered Housing)</li> <li>○ Communities &amp; Play</li> <li>○ The View</li> <li>○ Clean City Team ( including Waste Management, Waste Collection, , Street Cleaning, Green &amp; Clean, Community Wardens, Environmental Enforcement Officers)</li> <li>○ Waste Disposal</li> </ul>
Director of City Development & Culture	<ul style="list-style-type: none"> <li>○ Planning</li> <li>○ Development Team</li> <li>○ Economic Development</li> <li>○ City Centre Management &amp; Markets</li> <li>○ Tourism &amp; Events</li> <li>○ Museums,</li> </ul>

	<ul style="list-style-type: none"> <li>○ Libraries</li> <li>○ Parks &amp; Open Spaces ( including Rangers)</li> <li>○ Licencing</li> <li>○ Registrars</li> <li>○ Leisure Contracts</li> <li>○ Cemeteries</li> <li>○ Environmental Change &amp; Sports Development including energy, sustainability &amp; carbon Mgt.</li> </ul>
Director of Transport Environment & Business Support	<ul style="list-style-type: none"> <li>○ Employment Learning Skills</li> <li>○ PCMI Manufacturing</li> <li>○ Enterprise Centres</li> <li>○ Victory Business Centre</li> <li>○ LEP</li> <li>○ PUSH</li> <li>○ Flood Defence</li> <li>○ Transport Services ( Traffic &amp; Network, Safety &amp; Active travel, transport planning)</li> <li>○ Highways engineering &amp; Major Projects</li> <li>○ Parking Operations</li> <li>○ Highways PFI Management</li> </ul>

The Chair also proposed that the committee accept the voluntary redundancy requests received in accordance with the Council's policy during consultation. The financial implications of each request were outlined in exempt Appendix C.

A discussion followed regarding the implications of the proposals, during which the following points were raised:

- It was acknowledged that this had not been an easy process.
- A very comprehensive response to the consultation had been received.
- The Portsmouth Clinical Commissioning Group (CCG) had not been consulted on the proposed amendment to widen the role of the Director of Integrated Commissioning Unit to include Highways PFI Management.

Mr Williams advised that the CCG had expressed serious concerns with the proposed structure as it reduces the total number of posts within Children's Services. This was detailed in the consultation saying 'If PCC proceeds with this structure, the CCG will want to review whether the current hosting arrangement of ICU by PC is the best option for the CCG.' He added that section 75 of the Care Act 2007 enables local authorities and health to pool budgets. The current head is funded equally by the council and the CCG and is responsible for £80m of commissioning on health. He suggested that the committee speak to the CCG before making any changes to this role.

Further discussion included the following points:

- Support was expressed regarding ensuring the Highways PFI Management had sufficient expertise.
- Concern was expressed regarding a potential loss of strategic vision with directors being responsible for day to day operations.
- There was support for bringing together IS and Finance, particularly given the key role of EBS.
- It was hoped that the structure would remain for a minimum of two years, whilst being aware that this would depend on changes in government policy.
- It is important to involve partners in discussions at the earliest opportunity.
- The role of the Deputy Chief Executive would need to be clearly defined.
- Concern was expressed regarding the possible reasons for the reorganisation and that certain individuals might have been identified for promotion.

The Chair assured the committee that there was no prejudgement as to who would move to the new positions and that the appropriate HR procedure would be followed.

Councillor Luke Stubbs seconded the Chair's proposals.

Councillor Darren Sanders suggested that the directors with statutory responsibility have the title Strategic Director and the other Heads of Service be called Directors. The Chair explained that giving all the directors the same title would reflect the fact that they are on the same level and so assist staff recruitment and retention. She also explained that the role of the Deputy Chief Executive would be reviewed with the group leaders.

The Chair's proposals were carried unanimously.

It was agreed that a special meeting of the Employment Committee be set up before purdah following the discussions with the CCG regarding the Integrated Commissioning Unit.

**RESOLVED that**

- 1. Members considered the responses to the consultation on the proposed senior management structure and the subsequent recommendations in light of those responses and decided what changes they wished to implement in accordance with the selection method set out in the report.**
- 2. Members noted the financial implications of the proposals as set out in section 12 and in the exempt financial appendix C, the costs of which will be funded from the MTRS Reserve.**
- 3. Members accepted the voluntary redundancy requests received in accordance with the council's policy during consultation. The financial implications were outlined in the exempt financial appendix C.**
- 4. Members agreed the amended management structure chart and the director roles and functions table that are attached as appendices to these minutes.**

The meeting concluded at 11.15am.

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Councillor Donna Jones  
Chair