

16 February 2016

Policy, Finance and Resources Committee

Approval for Restructures in Service Areas

Report of: Philip Ruck – Head of Paid Service

Wards Affected: All

This report is: Public

1. Executive Summary

- 1.1 This report requests the approval of the Policy, Finance and Resources Committee to allow the Head of Paid Service to conduct and implement restructures in service areas of the Council. The Council's Organisational Change Policy makes it clear that approval is sought from Members prior to restructuring being carried out at a senior level of the organisation.
- 1.2 The budget approved in June 2015, requires a further saving of £100,000 to be made in the Senior Management Team, also known as the Corporate Leadership Board (CLB). Thus a restructure of this area is required.
- 1.3 If agreed, the proposed restructures will be implemented as soon as possible in accordance with agreed policy and procedure.

2. Recommendation(s)

- 2.1 That the Head of Paid Service be granted delegated authority to undertake, manage, and implement the restructure of the Corporate Leadership Board (CLB) provided that consultation takes place with the Leaders of all political groups (or in their absence, their appointed deputies). Such consultation shall include meetings with the said Leaders and shall include advice as to progress.**
- 2.2 That the PFR committee note that the Head of Paid Service already has the authority to implement restructures below CLB level but will consult with Leaders of all political groups (or in their absence, their appointed deputies) as to progress and impact on the organisation.**

3. Introduction and Background

- 3.1 The Council is committed to ensure that its services are always reviewed to provide the best service it can but also at the price it can afford. This requires the organisation to continually re-assess the way in which services are delivered.
- 3.2 The service restructures arise from the budget pressures that the Council face together with the review of how service delivery is implemented within the Council.

4. Issue, Options and Analysis of Options

- 4.1 The full details of any terms of proposed redundancy or associated costs will be in line with contractual obligations and are subject to confidentiality. These costs will be met out of the allocated transformational reserve budget and will deliver ongoing revenue savings to the Council.
- 4.2 Timescale – Full details will be advised but will be in line with planned budget proposals.

5. Reasons for Recommendation

- 5.1 To enable the Council to align its available resources with its service delivery model and to meet its operational budget.

6. Consultation

- 6.1 Consultation will take place with all relevant parties as defined in the Council's Organisational Change policy.

7. References to Corporate Plan

- 7.1 This reflects the Council's vision for Transformation as it looks to reduce costs by streamlining services and processes.

8. Implications

Financial Implications

Name & Title: Chris Leslie, Finance Director

Tel & Email: 01277 312 542 christopher.leslie@brentwood.gov.uk

- 8.1 Any costs arising from the proposals will be met from specific reserves.

Legal Implications

Name & Title: Daniel Toohey, Monitoring Officer

Tel & Email: 01277 312 860 Daniel.Toohy@brentwood.gov.uk

- 8.2 The Council's Constitution, Part 4.5 (Financial Regulations) rule 3.27 provides that the Chief Executive is responsible for providing overall management to staff and determining appropriate officer staffing structures. Under the Council's Scheme of Delegation (PM2 Organisational Development), the Chief Executive may (subject to a report on any major changes to Policy, Finance and Resources Committee) review and restructure the organisation of the authority's staff to enable the authority to discharge its functions in the face of legislative, policy and other requirements.
- 8.3 The Council has agreed policies and procedures which need to be followed in order to avoid risk of challenge.
- 8.4 The Employment Rights Act 1996 (as amended) sets out the relevant law as regards the rights and duties of an employer and employees. Also as a matter of contract law, the Council will need to comply with the relevant terms of individual contracts of employment.

Report Author Contact Details:

Name: Philip Ruck, Head of Paid Service

Telephone: 01277 312569

E-mail: Philip.ruck@brentwood.gov.uk