

# FAREHAM

## BOROUGH COUNCIL

### Report to Council

#### 21 February 2014

*Subject:*           **MANAGEMENT STRUCTURE**

*Report of:*       **Chief Executive Officer**

**NOT FOR PUBLICATION by virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972.**

#### **SUMMARY**

The purpose of this report is to provide details of a new management structure for the Council, as part of the process to identify £800,000 in efficiency savings.

#### **RECOMMENDATION**

That the Council approves:

- (a) the deletion of the current post of Director of Regulatory and Democratic Services with immediate effect, subject to the appropriate notice period being met;
- (b) that the designation of the Director of Streetscene be amended to Director of Environmental Services and the designation of the Director of Planning and Environment be amended to Director of Planning and Development;
- (c) the appointment of Mr Paul Doran, Director of Environmental Services (subject to the approval of recommendation (b) or if not, Director of Streetscene), to the role of the Council's Monitoring Officer;

- (d) that authority be delegated to the Chief Executive Officer to amend the scheme of delegation to transfer functions currently under the responsibility of the Director of Regulatory and Democratic Services to other Directors; and
- (e) that this report and the minute of the decision be no longer treated as exempt information and be open for public inspection, with the exception of the Confidential Appendices A and B which will remain exempt from publication.

## **INTRODUCTION**

1. The purpose of this report is to provide details of a new management structure for the Council, as part of the process to identify £800,000 in efficiency savings.

## **BACKGROUND**

2. The Council's Medium Term Financial Strategy sets out the broad principles on which the management of the Council's finances are based and provides background information regarding the level of resources, the revenue budget and capital programme.
3. When considering the strategy in October 2013, the Executive recognised a £800,000 gap in the Council's budget for 2015/16 and requested the Chief Executive Officer to prepare and bring forward a range of options to close the budget gap.
4. Such options have been considered and developed using the following four part model:-
  - Procurement - delivering cost savings through improved procurement;
  - Proceeds - identifying opportunities to maximise income returns;
  - People - reducing overheads and back office costs; and
  - Priorities - re-focussing resources on priority services.
5. This review, to date, has given rise to £777,000 of efficiency proposals which will be considered by the Executive on 3<sup>rd</sup> March 2014 and then taken forward over the course of the next financial year in readiness for the 2015/16 budget cycle.
6. The proposals will be considered by the Executive on 3<sup>rd</sup> March 2014 and a copy of the Executive Briefing Paper is attached as Appendix A to this report to enable members to understand the context of the proposals for a new management structure.

## **PROPOSALS**

7. The proposed management structure is set out in the attached Executive Briefing Paper.
8. It includes proposals to delete the post of Director and Regulatory and Democratic Services. As a result, the Department for Regulatory and Democratic Services would be disbanded and responsibilities shared between the remaining Directors.
9. It is also proposed to change the post title of the Director of Streetscene to Director of Environmental Services and the post title of the Director of Planning and Environment be amended to Director of Planning and Development.
10. As a consequence of the deletion of a Director's post it would also be necessary to allocate the role of the Council's Monitoring Officer to a different Director. It is

proposed that this be allocated to the Director of Environmental Services.

## **DELEGATED POWERS**

11. The Chief Executive Officer (as Head of Paid Service) has delegated authority to make the majority of decisions on staffing structures within an agreed establishment budget.
12. However, the Council's Standing Orders require a decision by Council regarding both the appointment of and/or deletion of a Chief Officer post. This includes any changes to the designation of Directors post titles. The Standing Orders also require the Council to approve the appointment of the Monitoring Officer.
13. The deletion of the post of a Director is subject to there being no well-founded objection to the proposed deletion by any member of the Council's Executive.
14. All members of the Executive have been formally consulted on the proposed changes and all have confirmed their support.

## **FINANCIAL IMPLICATIONS**

15. The financial implications of the new management structure are set out in the Executive Briefing Paper. Details of the severance costs associated with these proposals are included in a confidential Appendix B.

## **CONCLUSION**

16. The Council is requested to approve the deletion of the post of Director of Regulatory and Democratic Services, as well as the appointment of the Director of Environmental Services as the Council's Monitoring Officer. There is also a request to change two post titles of Directors. The other items detailed in the attached Executive Briefing Paper are for the Executive to consider and will not be debated by the Council.

### **Appendices:**

A - Executive Briefing Paper 3 March 2014 \*

B – Severance Costs \*

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**Background Papers:** None

**Enquiries:** For further information please contact Peter Grimwood. (Ext: 4300)