

CABINET – 19TH JANUARY 2017

Report of the Overview Scrutiny Group

ITEM 7 STRATEGIC SUPPORT RESTRUCTURE

Purpose of Report

To consider the comments and recommendation of the Overview Scrutiny Group in respect of the Cabinet report to consider a restructure within the Strategic Support service.

Recommendation of the Overview Scrutiny Group

RESOLVED that the Cabinet be informed that the Group supports the recommendations as set out in the report of the Head of Strategic Support.

Reason

Having considered the report and asked questions of the Head of Strategic Support on the matter, the Group concluded that it would be appropriate for vacant posts/weekly hours to be deleted from the establishment, for weekly establishment hours for posts to be reduced (with any compensation payments arising to be met from the Reinvestment Reserve), for amendments to be made to posts and for new posts to be established, as set out in recommendations 1, 2, 3 and 4 in the report of the Head of Strategic Support. Also, for delegated authority to be given to the Head of Strategic Support to agree implementation dates for those recommendations. Also, for an ongoing overtime budget of £3,000 per annum to be created within the Electoral Services and Land Charges team from financial year 2017/18 onwards. The Group supported the recommendations in the report in order to implement the proposals of an organisational change review designed to ensure that staffing resources within the Strategic Support service are correctly aligned to service needs.

Meeting Discussion

Following questions from the Group, the Head of Strategic Support (and the Chief Executive) provided the following responses:

- (i) There had been a change towards an assurance based approach for corporate health and safety as there was now a rolling cycle of health and safety reviews at service level which had made it more proactive.
- (ii) Each member of staff affected by the restructure had been spoken to individually and it was acknowledged that some members of staff were not supportive of the proposed changes. The possibility of staff leaving as a result of the restructure proposals was always a risk and that could be included as an identified risk.
- (iii) In May 2016 three job descriptions for administrative staff in Legal Services were revised to more accurately reflect work undertaken and those job titles were also changed to Legal Secretary.
- (iv) The 17 administrative hours identified in Legal Services to be amended to a reduced salary scale would be on protected salary for three years.

- (v) The Principal Solicitor post remained vacant despite three rounds of recruitment. Part of the savings from the review was being used to fund a three year market supplement to that post and the recruitment process would continue.
- (vi) Historically the Council had not used a broker for insurance; however three months ago a broker had been appointed to deal with procurement. The Insurance Officer would continue to deal with all other relevant matters, including handling claims.

Policy Justification and Previous Decisions

Scrutiny Committee Procedure 11.12 sets out the procedure by which a report of a scrutiny committee should be considered by the Cabinet.

Implementation Timetable including Future Decisions and Scrutiny

The information on this in the Cabinet report is not affected by the recommendation of the Overview Scrutiny Group.

Report Implications

The following implications have been identified for this report.

Financial Implications

There are no further financial implications associated with the recommendation of the Overview Scrutiny Group.

Risk Management

There are no specific risks associated with the recommendation of the Overview Scrutiny Group.

Key Decision:	No
Background Paper:	Overview Scrutiny Group Minute 72 2016/17, 16th January 2017
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