

Subject: Management Structure

Report to: Scrutiny Committee, 3<sup>rd</sup> October 2013

Report by: Jane Ratcliffe, Chief Executive Officer

**SUBJECT MATTER/RECOMMENDATIONS**

**To note the responses to the questions raised by Scrutiny Committee at their meeting on the 18<sup>th</sup> July 2013.**

**1. INTRODUCTION/BACKGROUND**

1.1 At the meeting of Scrutiny Committee on the 18<sup>th</sup> July 2013, the reports on the Management Restructure which were presented to Cabinet and Council were considered.

1.2 The following questions were discussed:

- i) Sickness records – have these changed since the restructure?
- ii) When will all Managers have job descriptions and appropriate pay grades in place, and what is the final cost savings likely to be in comparison with the forecasted savings and does this include any consultancy costs or any other one off costs?
- iii) Considering the important work needed to be done, should the Leader of the Opposition be a member of the ESG Project Board, and if not, why not?
- iv) Under the risk analysis has anything shown up yet, and has the Peer Review had any effect on this?
- v) Can a breakdown of the actual costs and savings as a result of the changes having taken place be presented?
- vi) What will be the daily/weekly financial implications of using Senior Officers from other local authorities to cover leave and sickness absence of our own Officers/Managers?
- vii) What is the policy for recruitment and appointment of the post of Chief Executive Officer with an explanation of the procedure?
- viii) What proposals are there for shared services at the moment?

1.3 Parts i), iv), vi) and vii) were responded to at the last meeting of the Scrutiny

Committee in August 2013.

- 1.4 This report responds to parts ii), v), and viii). A verbal response to part iii) will be given at the meeting.

## **2. RESPONSES**

- 2.1 ii) When will all Managers have job descriptions and appropriate pay grades in place, and what is the final cost savings likely to be in comparison with the forecasted savings and does this include any consultancy costs or any other one off costs?

All Managers have job descriptions and appropriate pay grades in place. The report to Council on the 27<sup>th</sup> November 2012 identified £348k of ongoing savings arising from the Management restructure. Actual ongoing savings are estimated at £387k, as further restructuring and voluntary departures have taken place. Consultancy costs of £36,800 were incurred as part of the process.

- 2.2 v) Can a breakdown of the actual costs and savings as a result of the changed having taken place be presented?

As identified above, ongoing, year on year savings of £387k have been delivered as a result of the process. This is offset by £36,800 of one off consultancy costs incurred during the process itself. In addition, one off costs relating to the voluntary departure of staff amounted to £442k were incurred in 2012/13.

- 2.3 vi) What proposals are there for shared services at the moment?

The Council has always used a mixed economy, determining on the basis of the best value for money the way in which it will deliver service to the public. As such, where opportunities arise a business case is prepared and considered before a decision is made to proceed.

Discussions have been taking place with neighbouring authorities in relation to providing support and resilience, as management teams across the public sector are shrinking. Exploratory discussions have also been had in relation to the potential to share posts where particular skills are required.

Currently, the Council is about to launch a cost sharing group in conjunction with North Norfolk District Council and Voluntary Norfolk, to provide services to the third sector.

The Council is working with Health East (the local Clinical Commissioning Group), Norfolk and Suffolk CC's and Waveney DC to look at how health, social care and district council services can be integrated for the benefit of patients and residents. The 5 organisations will look at how services are commissioned, how budgets can be aligned and how teams and management structures can be integrated.

Work is also underway to examine options for the future of the Building Control service, looking at the potential to join in one of the consortium arrangements, or providing a shared service with another local authority.

### 3. RECOMMENDATIONS

3.1 That Scrutiny Committee note the report

#### **FINANCIAL IMPLICATIONS:**

None

#### **LEGAL IMPLICATIONS:**

None

#### **EXECUTIVE BOARD OR DIRECTOR CONSULTATION:**

EMT via email 30/09/13

Does this report raise any legal, financial, sustainability, equality, Crime and Disorder or Human Rights issues and, if so, have they been considered?	Issues	
	Legal	No
	Financial	No
	Risk	No
	Sustainability	No
	Crime and Disorder	No
	Human Rights	No
	Every Child Matters	No
	Equality	n/a
	EqlA Form completed	

