

Minutes of: HUMAN RESOURCES AND APPEALS PANEL

Date of Meeting: 25 March 2021

Present: Councillor T Rafiq (in the Chair)
Councillors R Caserta and T Holt

Also in attendance: Julie Gonda, Director of Community Commissioning (DASS)

Public Attendance: No members of the public were present at the meeting.

Apologies for Absence:

HRA.1 DECLARATIONS OF INTEREST

There were no declarations of interest made at the meeting.

HRA.2 OCO - COMMUNITY COMMISSIONING PILLAR REVIEW OF STAFFING STRUCTURES AND PROPOSALS FOR RESTRUCTURE

Julie Gonda, Director of Community Commissioning presented a report seeking permission to restructure the Council posts within the Community Commissioning structure.

Julie explained that there were two errors within the number of posts set out in the report;

On page 2 of the report, the number of Provider Relationship Officer posts to be deleted should be 6.

The number of Carers Engagement Co-ordinators should be 1

It was explained that in January 2020 the Council's Cabinet agreed structure proposals within which the Council and the CCG will operate as a partnership across the following departments and commissioning function:

- The Department of Operations
- The Department of Corporate Core Services and Finance
- The Children and Young People's department
- The Business Growth and Infrastructure Department
- The One Commissioning Organisation (OCO)

Executive Directors were tasked with developing detailed structures for their departments, within established resources, which were to be subject to separate approval. Progress in implementing detailed structures and developing a formal transformation programme was temporarily halted because of the COVID-19 emergency.

OCO responsibilities are organised in four pillars under the Executive Director of Strategic Commissioning, with the structure agreed at a high level. This high level structure has been consulted upon with all staff concerned between October and December 2019 and it was agreed in January 2020 that this would be the way the OCO would operate. The four pillars are:

- Community Commissioning
- Secondary Care Commissioning (to incorporate SEND moving forward)
- Public Health
- Nursing & Quality Improvement.

An exercise was undertaken to identify which staff from the Council and CCG would be aligned under which pillar of work, and this was finalised and agreed in principle in early March 2020.

The proposals set out within the report are designed to re-structure staff working with the Community Commissioning pillar. This structure incorporates the statutory functions and duties in respect of adult social care under the role of Director of Community Commissioning (DASS).

The report also proposes to embed the identified CCG staff into the line management arrangements within the Community Commissioning pillar, including the Primary Care Team.

In addition, for a number of teams currently operating within line management arrangements of the Community Commissioning Pillar, the report makes proposals regarding the permanent transfer of line management outside of the Community Commissioning Pillar. Some of these arrangements have been in place temporarily due to the Covid-19 pandemic, manager vacancy and capacity issues. Where temporary arrangements have been in place, these are indicated as such.

Julie reported that informal engagement had been carried out with the unions and the new job descriptions had been evaluated. Julie confirmed that financially, the restructure proposals set out were within the existing budget.

Members were given the opportunity to ask questions and make comments and the following points were raised:

- Councillor Caserta referred to changes that were due to come into place from April 2022 across Greater Manchester and asked how the restructured posts would be affected.

Julie explained that the post that were being discussed were Council posts and within social care which will remain the responsibility of the Council.

- Councillor Holt referred to the brokerage relationship officer and the different ways of working across the different services. Councillor Holt asked whether there were any concerns relating to this.

Julie explained that the role of this service was to link individuals with care providers across the different services from hospital through to an intermediate tier and then onto care providers at a home or at home.

Delegated decision:

1. That approval is granted to establish following posts:
Senior Integrated Commissioning Manager x 4 FTE;
Integrated Commissioning Officer x 7FTE;
Integrated Commissioning Support Officer x 3FTE;
Quality Assurance Officer x 2FTE;
2. That the proposed deletion of the following posts to support the restructure is noted:
Provider Relationship Manager x 1 FTE
Provider Relationship Lead x 2 FTE
Provider Relationship Officer x 6 FTE
Strategic Planning & Development Manager x 1 FTE
Strategic Planning & Development Lead x 1 FTE
Project Lead x 3 FTE
Strategic Planning & Development Officer x 3 FTE
Carers Engagement Co-ordinator x 1 FTE
3. That the proposed permanent line management of the Head of Adult Safeguarding to the Director of Community Commissioning is noted:
4. The Committee is asked to note the proposed permanent transfer of the Brokerage Relationship Officer (x1 FTE) and the Brokerage Relationship Assistant (x 1 FTE) to the Intermediate Tier services be noted
5. That the proposed permanent transfer of Personalisation Business Support Team (financial assessments and personal budgets for social care customers) to the Corporate Core be noted:

COUNCILLOR T RAFIQ
Chair

(Note: The meeting started at 1.00 pm and ended at 1.30 pm)