

**Minutes of: HUMAN RESOURCES AND APPEALS PANEL**

**Date of Meeting:** 2 September 2020

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

**Also in attendance:** Geoff Little, Chief Executive  
Lynne Ridsdale, Deputy Chief Executive

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

**Apologies for Absence:**

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#### **HRA.161 DECLARATIONS OF INTEREST**

There were no declarations made at the meeting.

#### **HRA.162 CORPORATE RESTRUCTURE PROPOSALS - CORPORATE CORE**

Lynne Ridsdale, Deputy Chief Executive presented a report proposing future structural accountabilities within the new Corporate Core Management Team. The report included specific changes to the following teams:

- Procurement
- business support
- health and safety
- Risk management
- Communications
- Democratic Services
- Arts and culture including Adult Education
- Community Safety
- Legal Services
- Social Development and Engagement

The report also included specific proposals to invest some of the resources provided within the 2020/21 budget through the establishment of a Delivery Unit and investment in performance and business analyst capability.

The proposals form the basis for consultation and if approved a formal consultation meeting will be called and a period of 30 days allowed to take feedback on the proposals and discuss details with affected staff and the Trades Unions, following which the relevant processes will be followed to establish and appoint to new teams and posts within the agreed structure.

#### **It was agreed:**

That the Human Resources and Appeals Panel supports the proposals set out in the report and recommend that the Cabinet approves the report.

### **HRA.163 SENIOR MANAGEMENT CAPACITY**

Geoff Little, Chief Executive explained that a report to the HR and Appeals Panel on 10 June 2020 made a series of proposals to expand senior management capacity.

The proposals had been subject to a period of 30 days consultation. This report summarises the consultation process; key messages of feedback and associated changes proposed and the final recommendations which affect the Council workforce, for approval. A separate report will be made to the Remuneration Committee of the CCG Governing Body concerning changes to the CCG workforce establishment.

The report of 10 June 2020 made proposals for structure change, to better align capacity with delivery priorities.

On the basis of the original proposals and feedback received the following final recommendation were set out:

- One of the two Deputy Chief Finance Officer posts is reconfigured into Director Financial Transformation and Deputy Chief Finance Officer at Chief Officer Band H, for which additional costs will be met from transformation funding. The post will assume S151 responsibility and final job descriptions for this role and the Joint Chief Finance Officer are appended
- A Programme Manager is appointed at Chief Officer Band A with responsibility for the governance of the overall transformation programme
- That an interim appointment is made to cover the potentially temporarily vacant post of Executive Director Children and Young People, pending a new starter taking up post. An internal recruitment exercise will be undertaken
- That the post of Assistant Director Education be deleted and replaced by a post of Director of Education with recruitment to commence on the appointment of the Executive Director Children and Young People.
- To approve the long term secondment of an officer, with a remit to lead the implementation of the neighbourhood model including continuation of Community Hubs. The secondees job title is Director of Transformation (Communities)
- A new post of Assistant Director Public Service Reform at Chief Officer Band D is established
- A new post of Executive Policy and Research Advisor is established.

#### **It was agreed:**

That the Human Resources and Appeals Panel supports the proposals set out in the report and recommend that the Cabinet approves the report.

**COUNCILLOR T RAFIQ**  
**Chair**

**(Note: The meeting started at 4.00 pm and ended at 4.17 pm)**