

**OFFICER DELEGATION SCHEME
RECORD OF OPERATIONAL DECISION**



TO BE UPLOADED TO THE E-MEETINGS MANAGER

Date: 28 th August 2023	Ref No:
Type of Operational Decision:	
Executive Decision <input checked="" type="checkbox"/>	Council Decision <input type="checkbox"/>
Status: For Publication	
Title/Subject matter: Extended Secondment – Transformation projects	
Budget/Strategy/Policy/Compliance – Is the decision:	
(i) within an Approved Budget	Yes
(ii) not in conflict with Council Policy	Yes
(iii) not raising new issues of Policy	Yes
Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	No
Details of Operational Decision Taken:	
<p>Manchester City Council’s Director of Transformation has been seconded to Bury since July 2020 leading on a number of complex and high-profile transformation projects which have delivered both service improvements and significant organisational savings.</p> <p>The current secondment ends on 31 August 2023 and the proposal is to extend this until 31 March 2025 to focus on a number of discrete areas of work. – Manchester have indicated their support for this proposal.</p> <p>Continuing the secondment is seen as the most cost-effective approach to securing this additional specialist resource in terms of actual costs and potential employment liabilities.</p>	

The proposal to fund 50% from UKSPF monies with the remaining 50% from Bury Council Capital Programme or flexible use of capital receipts as appropriate.

The capital 50% will be capitalised from project budgets in Ops and BGI related to ongoing Capital projects currently in play as a lot of the work is around delivering new and refurbished buildings (4 libraries, Leisure Asset Plan and BAM with passing interest in Flexihall and Enterprise Centres) and an increasing role in Ramsbottom Town centre integrated plan.

The Seconded will act as 'Director of Culture' for the duration of the extended secondment and will lead on the following areas as agreed with the Chief Executive

Cultural Strategy

- Launch event, develop and roll out Delivery Plan
- Cultural leadership, COG Group and Cultural Partnership
- Support development of partners- ELR schemes, Music Service, The MET, Fusiliers Museum
- Restructure the Council Team so fit for handover when secondment ends.
- Funding bids - development of a partnership-wide fundraising strategy and bringing personal capacity across culture leaders

£250k UKSPF Events programme

- Programming, GMCA monitoring and evaluation, recruit Events Co-ordinator

Strategic relationships

- GMCA Culture Group, GM Arts, Arts Council, Sport England

Strategic Oversight of Library, Archives and Arts Museum Service transformation – remodel Tourist Information Service, roll out Library Digital Services

Transformation of Leisure – Phase 1- Once savings and digital operating model. Phase 2 - asset plan, invest to save and design of a new Wellness Centre in Bury East to replace Castle, divest Ramsbottom, phase 3 of digital transformation- app, financial reconciliation, performance dashboards. Swimming sufficiency study.

Transformation of Neighbourhood Wellness Teams - Multi-partner funding arrangements, development of neighbourhood teams, programming, establishing activity programmes with community and voluntary organisations, schools, GPs etc, evaluation, CBA with GMCA to demonstrate reduced demand and savings and with SLC to evidence improved outcomes, embedding Local Delivery Pilot. Jon Hobday is SRO.

Client side lead for Radcliffe Hub – Design and installation of new library and Wellness Centre, Franchisee Clip n Climb, recruitment of Hub Manager, OD integrated staff team, business plan, interim service plan, expansion of out of hours digital services and access

Client side lead for Prestwich Hub – Design and installation of new Library, Adult Learning and community space with potential for new Enterprise Centre. Business plan. Temporary library

Client side lead for Radcliffe Enterprise Centre – design and fit out options, potential temporary library until Autumn 2025

Client side lead for Bury Art Museum redevelopment –move Bury Library, redesign BAM, MEND bid

Relocate Bury Library to new premises – design, fit out, implementation, consultation.

Client side lead Ramsbottom Leisure Centre and Library developments - Management of wider Ramsbottom town Planning process, integration of assets to reduce costs for Council and improve services to this area and client side lead for Ramsbottom Enterprise Centre

Leisure Asset Plan- feasibility study for small Wellness Hub in Besses or Bury East, swimming sufficiency audit

Financials – The total cost of the proposed extension would be £230,123. Annual costs are set out in detail below.

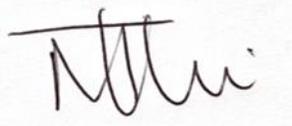
Salary: £111,906

Pension contribution: £19,248

Employer National Insurance: £14,187

Total: £145,341

This as an externally funded post to deliver revenue financial savings (BAM and leisure) within a wider strategic context which the substantive team will take forward from 2025

Decision taken by:	Signature:	Date:
Executive Director	Donna Ball	28/08/23
Assistant Director		
S151 Officer		1/10/23
Director of People and Inclusion		03.10.2023
Members Consulted [see note 1 below]		
Cabinet Member/Chair		03.10.2023
Lead Member		
Opposition Spokesperson		

Notes

1. It is not generally a requirement to consult with any Members on Operational Decisions but where a Chief Officer considers it necessary to consult with the appropriate Cabinet Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.
2. **This form must not be used for urgent decisions.**