

Report of	Meeting	Date
Chief Executive	Annual Council	3 June 2014

## **CONSEQUENTIAL CHANGES TO THE COUNCIL'S MANAGEMENT STRUCTURE AS A RESULT OF EXECUTIVE PORTFOLIO CHANGES**

### **PURPOSE OF REPORT**

1. To advise members of and seek approval to change the council's management structure to reflect the realigned executive portfolios. In addition, to seek approval to make consequential change to the proper officer and delegated responsibilities provisions in the constitution.

### **RECOMMENDATION(S)**

2. That the changes to the management structure outlined in the report be approved.
3. That the Chief Executive and Monitoring Officer are given responsibility for making consequential changes to the constitution.

### **EXECUTIVE SUMMARY OF REPORT**

4. Chorley Council adopted the Strong Leader executive model. This enables the Council Leader to appoint their own cabinet and define the portfolios held. The Executive Leader will report the new portfolios and advise of the appointment of Executive Members at this Annual Meeting.
5. The new portfolios require a realignment of the Council's Directorates and necessitates a change in the management structure. Whilst this is a restructure, there are no changes to any terms and conditions of employment nor any job losses as a result of these changes.

<b>Confidential report</b> Please bold as appropriate	Yes	No

### **CORPORATE PRIORITIES**

6. This report relates to the following Strategic Objectives:

Involving residents in improving their local area and equality of access for all		A strong local economy	
Clean, safe and healthy communities		An ambitious council that does more to meet the needs of residents and the local area	✓

7. The Executive Leader will be appointing Executive Members to the following portfolios at Annual Council

- Economic Development and Partnerships,
- Resources,
- Community Services,
- Public Protection,
- Streetscene Services, and
- Customer and Advice Services.

8. It is recommended that:

- the Chief Executive would be the strategic management lead for the Economic Development and Partnerships and Resources portfolios.
- The Director of People and Places will be redesignated as Director of Public Protection, Streetscene and Community and will be the strategic management lead for Community Services, Public Protection and Streetscene Services; and,
- The Director of Partnerships, Planning and Policy will be redesignated as Director of Customer and Advice Services, and will be the strategic management lead for Customer and Advice Services

9. The proper officer and delegated responsibilities to officers provisions that are contained in the constitution refer to the existing posts and responsibilities. To ensure the relevant Officer has the right delegated authority to deliver services, the constitution will need to be updated to reflect the changes.

10. The portfolios will contain the following business areas:

#### **Economic Development and Partnerships**

- Economic Development
- Business Development
- Partnerships and Public Sector Reform, to include;
  - Health and Wellbeing
  - Children and Young People
  - Older People
  - Equality and Diversity
- Strategic Planning to include LDF and Planning Policy

#### **Resources**

- HR and OD
- Democratic and Member Services
- Asset Management (including Market Walk)
- Town Centre Management and Strategic Development
- Property Management
- Legal
- Finance and Assurance Services
- Procurement
- Corporate Policy
- Communications and Campaigns

#### **Community Services**

- Community Centre Management
- Community Development
- Neighbourhood Working
- Volunteering and VCFS
- Parks and Open Spaces
- Astley Hall and cultural assets

### **Public Protection**

- Development Control
- Building Control
- Environmental Health
- Licensing
- Community Safety

### **Streetscene Services**

- Street Cleansing
- Grounds Maintenance
- Waste collection services
- Streetscene improvements

### **Customer and Advice Services**

- ICT
- Customer Services (including revenues and benefits, transactional services and front-facing customer services)
- HIA
- Housing Options and Advice
- Supported Housing
- Welfare Reform

11. The management arrangements for existing services will be changed to reflect the changes to portfolios and strategic management leads. Management reporting lines for some services will change, with Economic Development, Customer and ICT Services and Planning reporting to a different director.
12. There will be no impact on the management of staff, save the Head of Service will report into a different director. It is recommended that this new corporate management structure, set out at Appendix A be approved in order to align with the executive portfolios.

### **IMPLICATIONS OF REPORT**

13. This report has implications in the following areas and the relevant Directors' comments are included:

Finance		Customer Services	
Human Resources	✓	Equality and Diversity	
Legal		Integrated Impact Assessment required?	
No significant implications in this area		Policy and Communications	

### **COMMENTS OF THE STATUTORY FINANCE OFFICER**

14. There are no budget implications of the proposed changes.

### **COMMENTS OF THE MONITORING OFFICER**

15. There are no legal reasons why the structure should not be realigned on the basis the affected persons have been properly consulted and do not object.

### **COMMENTS OF THE HEAD OF HR AND OD**

16. If approved, changes to job descriptions will follow the Council's process.

GARY HALL

CHIEF EXECUTIVE

There are no background papers to this report.

<b>Report Author</b>	<b>Ext</b>	<b>Date</b>	<b>Doc ID</b>
Gary Hall	5104	29 May 2014	Management Structure changes

Appendix A

