

Shadow Dorset Council

Date of Meeting	21 August 2018
Officer	Matt Prosser
Subject of Report	Shaping Dorset Council Programme – Operational Structures from Day 1 – Tier 2
Executive Summary	<p>At their June meeting, Shadow Council agreed the process for recruiting to the Chief Executive post for the new Dorset Council. The selection process for this post should be completed by the end of September. The start date for the new Chief Executive will then depend on the successful applicants notice period.</p> <p>To enable optimum success for service continuity and focussed design and implementation of Phase 3 of the Shaping Dorset Council Programme around transformation, it is important that we now start the selection process for the senior leadership team at Tier 2 (and to some posts at the next level down, Tier 3).</p> <p>Whilst the operational model for the new council has not yet been agreed, the design principles have been worked up by the Shadow Executive and the proposed structure outlined in this paper is designed in support of these principles and their further development, as well as to minimise risks to service continuity during a period of significant change.</p> <p>This paper outlines the proposed structure, the rationale supporting this structure, high level role profile descriptions, proposed salary ranges and the process to recruit to these posts.</p>
Impact Assessment:	<p>Equalities Impact Assessment:</p> <p>The Equalities Impact Assessment is attached to this report as an appendix.</p> <p>Budget:</p> <p>A budget of c£75,000 will be required to support the external recruitment process and support for people to go through the process.</p> <p>Current cost of Tier 2 posts across all councils is c£1.5m. Predicted cost of new Tier 2 structure is c£560,000 plus c£100,000 for the Monitoring Officer post.</p> <p>There will be a requirement to provide funding to support any voluntary redundancies and budget will be made available to support any one-off costs for potential voluntary redundancies, if agreed.</p>

	<p>Risk Assessment:</p> <p>Having considered the risks associated with this decision using the LGR approved risk management methodology, the level of risk has been identified as: Current Risk: HIGH Residual Risk Medium</p> <p>The risk rating relates to the consequences of leaving these posts vacant and not having the senior leadership team appointed by 1 April or before.</p>
<p>Recommendation</p>	<p>That the Shadow Executive agree:</p> <ul style="list-style-type: none"> • The proposed tier 2 structure • That delegated authority be given to the Interim Head of Paid Service, working in conjunction with the Leader of the Shadow Council and Shadow Executive Member Theme lead for HR and Workforce, to: <ul style="list-style-type: none"> ○ Finalising the job titles, role profiles and the allocation of service responsibilities ○ Arrange for the roles to be evaluated and final salary levels to be agreed ○ Agree the recruitment process and support to be made available to internal applicants • To start the recruitment process from September 2018
<p>Reason for Recommendation</p>	<p>Not filling these posts creates high risk for the new council to operate effectively</p>
<p>Appendices</p>	<p>Equalities Impact Assessment</p>
<p>Background Papers</p>	<p>None</p>
<p>Union Comments</p>	<p>The recognised trade unions were given the opportunity to comment on the proposals. The following response was received from Unison:</p> <p>“We welcome the opportunity to comment on reports before they are discussed by the Shadow Authority. Whilst we understand the need for this to go before the shadow authority committee to enable the process to be considered ahead of April 1 and for the savings to be achievable in the 2019/20 budget, there are too many unanswered questions to say we have been consulted fully. We need to agree the organisational change procedure that will apply to this re-structure, so that the future re-structures for staff in lower tiers are handled in the same way, and they too have opportunities for VR or early retirement that the management layers will have.”</p> <p>These points will be discussed further in our ongoing engagement with the trade unions.</p>

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