

Report To:	Cabinet / Council
Date of Meeting:	28 September 2023 / 19 October 2023
Report Title:	Updated Senior Structure
Report Author & Job Title:	Tracey Kerly – Chief Executive
Portfolio Holder	Cllr N Ovenden
Portfolio Holder for:	Leader of the Council
Summary:	Chief Executive has reviewed her senior management structure and plans an update in order to meet the required savings agreed in the mid-term financial plan and to continue to deliver the Council's Corporate Plan.
Key Decision:	NO
Significantly Affected Wards:	None specifically
Recommendations:	<p>The Cabinet is recommended to:-</p> <ol style="list-style-type: none"> 1. Endorse the Chief Executive's recommendations regarding an update to the senior structure. 2. Note the costs associated with the early release of pension (set out in the exempt appendix), in the event a redundancy results, and to seek approval by Council. 3. Note the potential redundancy costs set out in the exempt appendix.
Policy Overview:	Managing Restructure, Redundancy and Organisational Change policy
Financial Implications:	The report details the cost of the updated structures and includes details of the potential redundancy cost and pension release cost that will be funded from the Fund Future Expenditure Reserve.
Legal Implications	See Report
Equalities Assessment	Impact See Attached
Other Implications:	Material None
Background Papers:	N/A

**Exempt from
Publication:**

YES – Appendix A

Not For Publication by virtue of Paragraphs 1 and 2 of Part 1 of Schedule 12A of the Local Government Act 1972.] as the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

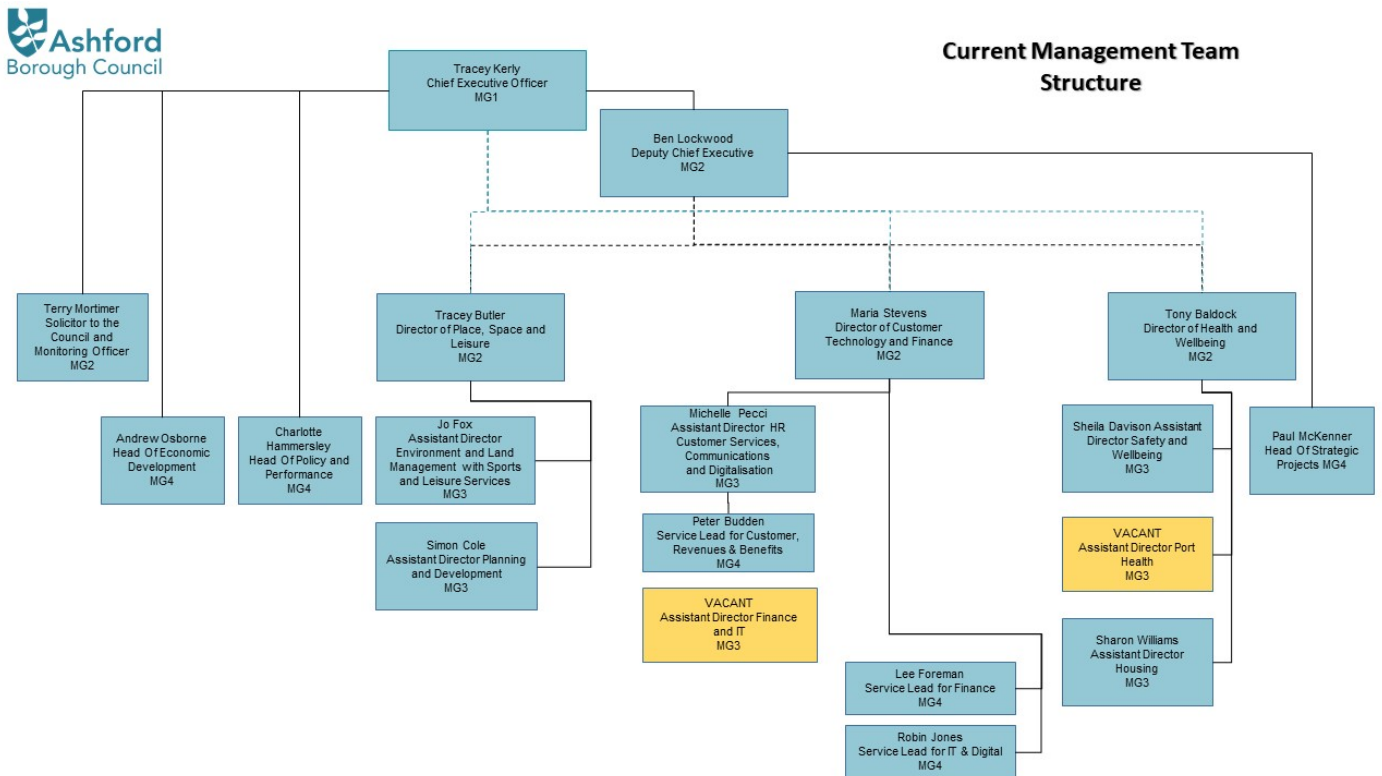
Contact:

**Tracey Kerly – Chief Executive Officer –
tracey.kerly@ashford.gov.uk**

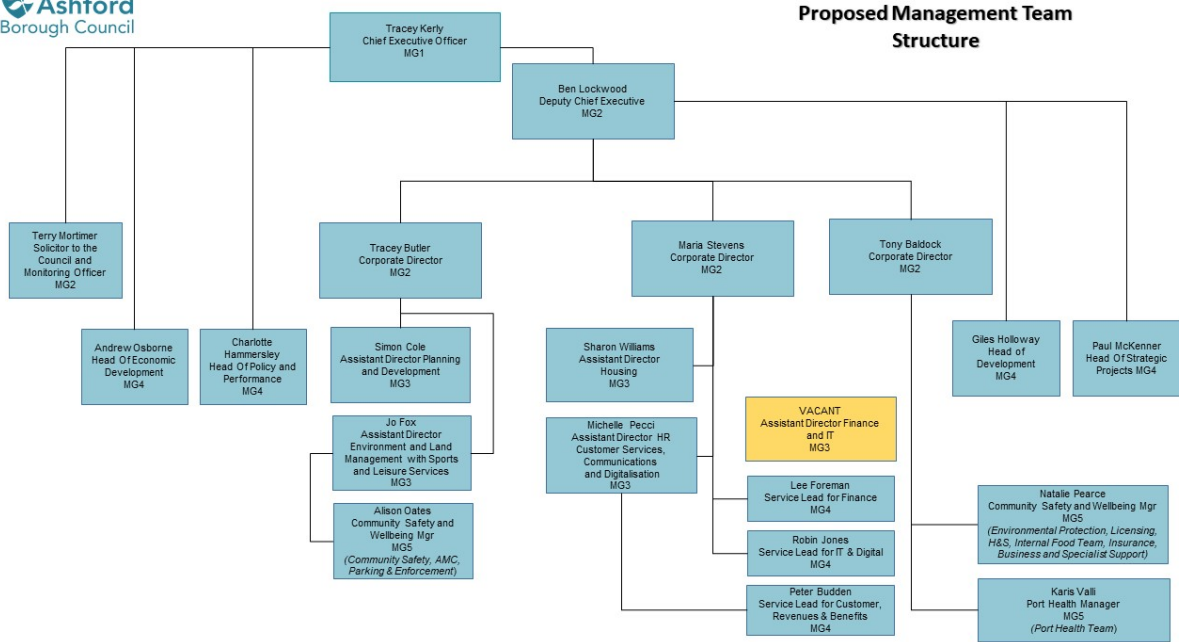
Report Title: Updated Senior Structure

Introduction and Background

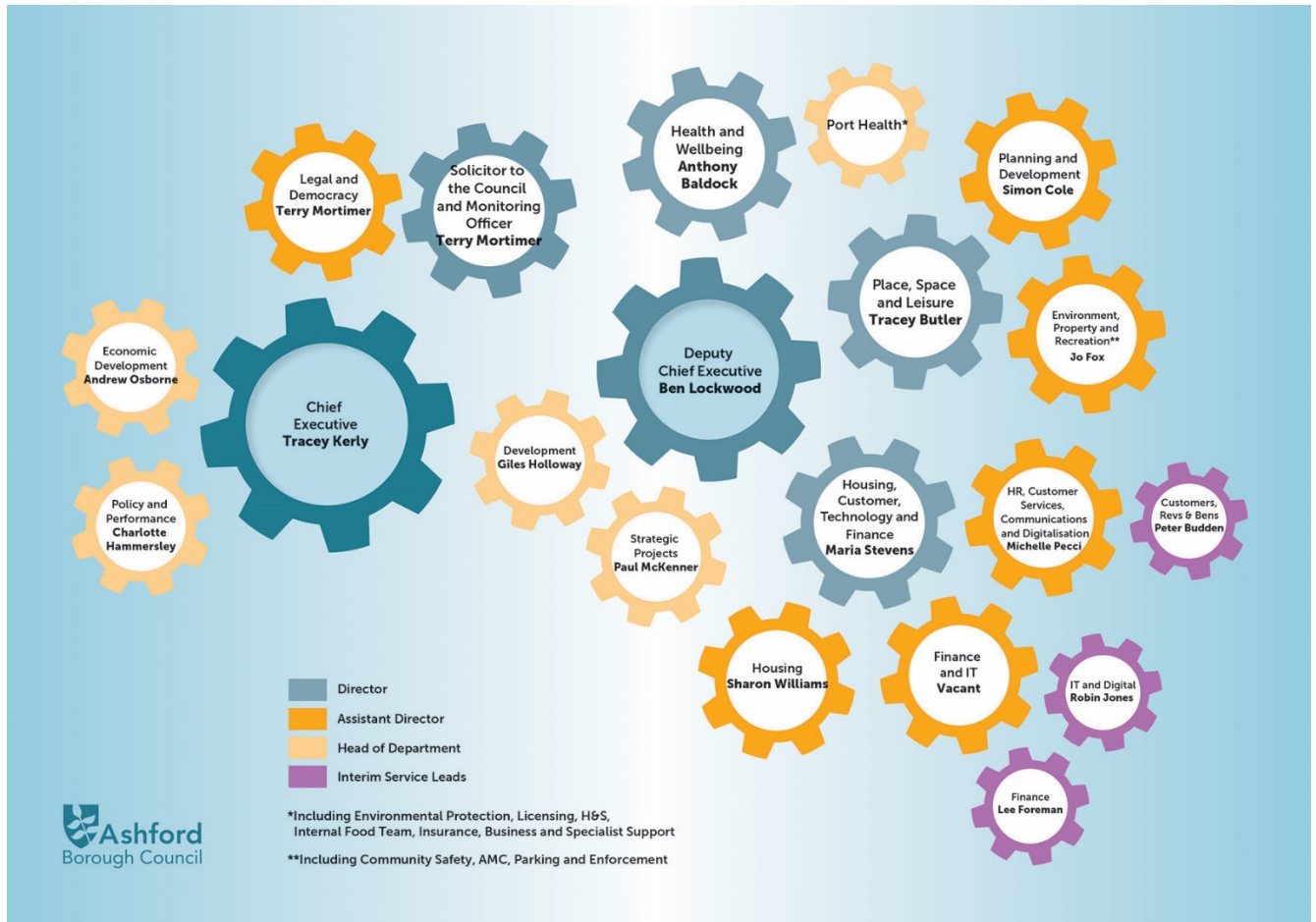
- 1 The Chief Executive has reviewed her senior management structure and plans an update in order to meeting the required savings agreed in the mid-term financial plan and to continue to deliver the Council’s Corporate Plan.
- 2 The Director structure which was introduced in 2021 has been successful but some changes are proposed which will impact some members of Management Team.
- 3 The proposed changes recognise the need to reduce overhead costs but ensure the structure continues to be responsive and integrated in its approach.
- 4 The current management team structure is set out below



- 5 A revised management structure is proposed.



6. A revised cog structure is proposed



7. The post of **Assistant Director for Safety and Wellbeing** is proposed for redundancy. The Council's policies for managing redundancy will be applied to this post holder with a view to seeking suitable alternative employment.

8. The current vacant post of **Assistant Director Port Health** will be deleted from the establishment resulting in no increase to the posts currently with agreed funding from DEFRA.
9. In the last review we created a specialist project officer, funded by the projects, reporting directly to the Deputy Chief Executive that will be part of the Council's management team. The need to have dedicated resources on key corporate projects such as the Newtown Works, Stodmarsh mitigation and 'Project Green' is extremely important and retains the focus we need to ensure we maintain the momentum for the delivery.
10. There are a number of substantial development projects that are delivering Housing schemes across the Borough, and we have recently purchased some key sites such as Kent Wool Growers and have planning consent awaiting delivery once we have a nitrate and phosphate mitigation solution. The officer responsible for these sites sits within the Housing team under the Assistant Director for Housing.
11. This review proposes that we create a **Head of Development** working alongside the Head of Strategic Projects reporting directly to the Deputy Chief Executive. It will be important to keep the delivery of these strategically important Housing projects on course delivering the much-needed affordable housing along with some of the necessary decarbonisation works.
12. The current **Housing Development & Regeneration Manager will become the Head of Development** and with his team, report into the Deputy Chief Executive. The role will become responsible for the coordination and delivery of specific projects relating to the delivery of affordable housing.
13. Current interim arrangements in place for the **Assistant Director for Finance and IT** role will continue until the end of the year providing an opportunity for the Director to ensure appropriate reporting lines and resources are in place.

Financial Implications

14. The proposed changes will deliver approximately £233k savings to the General Fund as required by the MTFP.

	Total saving
Removing 2 posts from the current structure	
Assistant Director Port Health	0
Assistant Director Community Safety & Wellbeing	119,723
Corporate Director (Recharge to the Port)	112,302
Corporate Director (Recharge to the HRA)	14,038
Head of Development (grade pressure)	(13,268)
Total	232,794

Consultation Undertaken

14. Fifteen individual consultation meetings took place during weeks commencing 10 and 17 July 2023.
15. On 24 August 2023 the JCC received a report on these proposals and the consultation process undertaken. The JCC considers the proposals to be acceptable and would advise that it be agreed.
16. The proposals and consultation process are presented to Cabinet Meeting on 28 September 2023 and to Full Council Meeting on 19 October 2023 for agreement on any costs associated with early release of pension.
17. The effective date for the changes will be 23 October 2023.
18. If the proposals are accepted following the consultation process employees at risk of redundancy will be served contractual/statutory notice of the potential deletion of their post and either the terms and conditions of their new redeployed role or provided with notice of redundancy.

Implications Assessment

19. The implications of this proposal are that one post holder will be put at risk of redundancy.
20. Should the proposals go ahead employees at risk of redundancy will be consulted with about potential suitable alternative roles within the organisation and redeployed if possible.

Avoiding the proposal

21. The proposal is viewed as being favourable for the organisation and therefore no alternative proposals are put forward at this stage (although they are welcomed as part of the consultation process).

Risk Assessment

22. None identified.

Conclusion

23. The proposals are intended to meet the targets set for the MTFP and also recognise the changing focus for environmental health and port health which is on the horizon for the authority. There is an overall reduction in the General Fund budget of approximately £233k by implementing this new structure for 2023/24.

Comments from the Portfolio Holder

I am supportive of the proposals and the contribution that they make towards required savings in the MTFP. I am positive about the opportunities that the proposals present for existing staff to develop their careers within the

organisation (through interim, secondments arrangements and also through job re-evaluation).

Contact and Email

Tracey Kerly – Chief Executive

Tracey.Kerly@ashford.gov.uk Tel: (01233) 330 601