

At a meeting of the HUMAN RESOURCES COMMITTEE held in the CIVIC CENTRE (COMMITTEE ROOM NO. 1) on Thursday 30 April 2015 at 5.30p.m.

Present:-

Councillor P. Watson in the Chair

Councillors Gofton, Mordey, Speding, D. Trueman, H. Trueman, S. Watson, A. Wilson and T. Wright.

In Attendance:

Sue Stanhope (Director of Human Resources and Organisational Development), John Rawling (Deputy Director of Human Resources and Organisational Development), Elaine Waugh (Head of Law and Governance), Sonia Tognarelli (Director of Finance) and Kate Cuthbert (Principal Governance Services Officer).

Apologies for Absence

An apology for absence was submitted to the Committee on behalf of Councillor Wakefield.

Declarations of Interest

There were no declarations of interest.

Minutes

9. RESOLVED that the minutes of the meeting of the Committee held on 26 February 2015, Part I (copy circulated) be confirmed and signed as a correct record.

Staffing Proposal – Directorate Level Structure

The Director of Human Resources and Organisational Development submitted a report to outline proposed changes to the reporting arrangements at the senior management level.

Members were advised that the recruitment of an Executive Director of Commercial Development and an Executive Director of Enterprise

Development, coupled with the Workforce Transformation Project and the retirement of the Deputy Chief Executive at the end of May, had provided the opportunity to undertake a broad review of the senior structure of the Council and to align it to the priorities detailed within the report. Members were advised that most structures were already in place, therefore the report set out which areas which would be delegated to other Executive Directors/Heads of Service, from 1st June 2015.

As a broad concept it was proposed to move to a leadership structure that focussed on responsibility and collective leadership and the strategic priorities of People, Place and Economy. Members were referred to the functional areas detailed within the report. Each of these areas would be headed up by an Executive Director/Director whom together with the Chief Executive of the Council, would form the Executive Management Team.

Furthermore, it was proposed to establish the role of Chief Operating Officer, reporting directly to the Executive Director of Commercial Development. It was proposed that the Head of Street Scene be appointed into this role and that the Head of Street Scene post be disestablished.

Members were then referred to the associated amendments to the Constitution as follows:-

All functions which were currently delegated to the Deputy Chief Executive would be delegated to the Executive Director of Commercial Development, other than those functions for which alternative arrangements were proposed;

Functions relating to the Port of Sunderland and Business Investment would be delegated to the Executive Director of Enterprise Development;

Housing functions would be delegated to the Executive Director of Commercial Development and Executive Director of People Services as set out in the report.

The Executive Director of Commercial Development would have delegated authority to –

- (i) manage and develop the Council's statutory housing function including housing strategy, housing renewal, enforcement of housing standards, licensing of houses in multiple occupation and other residential accommodation,
- (ii) issue certificates, licences, notices, consents, orders, authorise registration and undertake enforcement in connection with the following:-
 - a) Housing Act 1985 Part X (Overcrowding) and Part XVIII (Miscellaneous and General Provisions)
 - b) Housing Act 2004

c) Protection from Eviction Act 1977

- (iii) determine applications for financial assistance in accordance with the Council's housing renewal and financial assistance policy, made under the provisions of the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 in relation to empty properties and area based themes,
- (iv) exercise the functions of the Council under the Building Act 1984, the Public Health Acts 1936 and 1961, Caravan Sites and Control of Development Act 1960, Environmental Protection Act 1990, Health and Safety at Work etc. Act 1974, Local Government (Miscellaneous Provisions) Acts 1976 and 1982 and Prevention of Damage by Pests Act 1949, in so far as they relate to housing conditions and to the management of housing.

The Executive Director of People Services would have delegated authority to

- (i) manage and develop the Council's statutory housing function in respect of allocation of housing accommodation, homelessness and relations with registered social landlords,
- (ii) authorise officers to determine and review applications in relation to homelessness and allocation of housing,
- (iii) issue certificates, licences, notices, consents, orders, authorise registration and undertake enforcement in connection with the Housing Grants, Construction and Regeneration Act 1996 Part I,
- (iv) determine applications for financial assistance in accordance with the Council's housing renewal and financial assistance policy, made under the provisions of the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 in relation to disability facility grants and decent home standards.

All functions previously delegated to the former Executive Director of Commercial and Corporate Services, other than the professional and managerial overview of ICT and those functions for which alternative arrangements were proposed, would be undertaken by the Director of Finance, who, in addition to the Chief Executive, would also have authority to authorise officers to sign contracts with a value exceeding £50,000 and, in addition to the Chief Executive and Head of Law and Governance, would have authority to attest the affixing of the Council's seal (Articles 14.04 and 14.05 of the Constitution).

The administration and operation of matters relating to Housing and Council Tax Benefits and the Council Tax Support Scheme would be undertaken by the Director of Human Resources and Organisational Development, other than appeals, the conduct and determination of which would be delegated to the Executive Director of People Services. The Director of Finance, in consultation with the Executive Director of People Services and Director of

Human Resources and Organisational Development would be responsible for formulating recommendations on the Council Tax Support Scheme for the consideration of Cabinet which would in turn deal with any proposals in respect of the Scheme in accordance with the relevant Functions and Responsibilities Regulations in force at the time.

The grant of Discretionary Housing Payments and the administration and determination of applications under the Local Welfare Provision Schemes (Crisis Support Scheme and Community Care Support Scheme) would be delegated to the Executive Director of People Services.

The proposals described above, would result in full year savings at maximum salaries of £146,000, and this had already been taken into account within the budget.

Members requested that an overview of the structure be submitted to the Committee in due course. The Director of Human Resources and Organisational Development agreed to action this.

10. RESOLVED that:-

- (i) The proposed changes to the organisation's senior management structure as set out in the report be approved, and that this was to be implemented with effect from 1st June 2015, immediately following the retirement of the Deputy Chief Executive;
- (ii) It be recommended to Council that the Head of Law and Governance be authorised, in consultation with the Leader, to amend the Constitution where appropriate in order to reflect the new management structure and transfer of delegated functions.

Local Government (Access to Information) (Variation Order) 2006

At the instance of the Chairman, it was:-

11. RESOLVED that in accordance with Section 100(A)4 of the Local Government Act 1972, the public be excluded during the consideration of the remaining business as it was considered to involve a likely disclosure of exempt information relating to any individual or information which is likely to reveal the identity of an individual or any consultations or negotiations, or contemplated consultations or negotiations in connection with any labour relations matter arising between the Council and its employees (Local Government Act 1972, Schedule 12A, Part 1, Paragraphs 1, 2 and 4). The public interest in maintaining this exemption outweighs the public interest in disclosing the information.

(Signed) P. WATSON,
Chairman

Note: -

The above minutes comprise only those relating to items during which the meeting was open to the public.

Additional minutes in respect of other items are included in Part II.

