

**RECORD OF EXERCISE OF DELEGATED AUTHORITY BY OFFICER PURSUANT TO
REGULATION 13 OF THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS)
(MEETINGS AND ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012 &
THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014**

<u>SUBJECT OF DECISION</u> Senior Management Team Structure	
<u>DECISION REFERENCE</u> DO06/2020(BD)	<u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/ Constitution/Minute No. etc. Article 11 of the Council's Constitution
<u>DATE OF DECISION</u> 5 th June 2020	<u>DECISION MAKER</u> (Name and Job Title) Brent Davis, Executive Director – Operations (Head of Paid Service) 
<u>RECORD OF THE DECISION</u> a) The issue The retirement of the Director of Planning and Public Protect at the end of May 2020 presented an opportunity to review the structure of the Borough Council's Senior Management Team going forward both in respect of the service area responsibilities of the Directors and Executive Directors and the overall FTE size of Management Team in recognition of the significant strategic projects that the Council is working on. In accordance with the Borough Council's Change Management Policy and procedures, the members of Management Team, including the retiring Director of Planning and Public Protection, were formally consulted on proposals drawn up by the Executive Director – Operations and the Executive Director – Resources. These proposals set out the Executive Directors' views on how service responsibilities could be more logically allocated across Directors and Executive Directors moving forward In addition, while they would not be affected by changing the service responsibilities across Directors and Executive Directors in the same way as members of Management Team, comments were also be invited from all those employees that report directly to either a Director or an Executive Director. Comments were also sought from the Leaders of political parties. b) The Decision Arising from the above, a revised Senior Management Team structure and Directorate areas of responsibility, as summarised below, has been put into place with effect from 1 st June 2020.	

Executive Director – Resources [1fte]	Executive Director – Operations [1fte]
Director – Business Improvement & Customer Services [0.8 fte] <ul style="list-style-type: none"> • Communications and Marketing • Customer Services • IT • Business Support • HR • Facilities Management for Corporate Buildings • Emergency Planning 	Director – Democracy, Planning & Public Protection[1 fte] <ul style="list-style-type: none"> • Legal Services • Electoral Services • Democratic and Member Services, including Mayoral Support • Development Control and Planning Policy • Building Control • Environmental Health and Licensing • Health and Safety [Internal to NBBC Operations] • Private Sector Housing • HEART
Director – Regeneration and Housing [1 fte] <ul style="list-style-type: none"> • Housing Revenue Account • Strategic Housing and Homelessness • Economic Development • Transforming Nuneaton / Transforming Bedworth • Communities [including NBBC Community Centres] • Commercial Property • commercialisation strategy and activity 	Director – Leisure, Recreation & Health [1 fte] <ul style="list-style-type: none"> • Parks and Countryside • Cemeteries • Grounds Maintenance • Sports Development • Civic Hall • Museum • Leisure Facilities Contract Management • Health
Heads of Service / Senior Managers <ul style="list-style-type: none"> • Finance • Procurement • Revenues and Benefits • Audit and Performance 	Heads of Service / Senior Managers <ul style="list-style-type: none"> • Refuse, Cleansing and Transport • Town Centres and Marketing (including Car Parks, CCTV & Public Conveniences) • Building Surveying and Engineering [Non HRA] • Plant Maintenance and Energy Officer
<ul style="list-style-type: none"> • Corporate PA [including Management of Mayor’s diary] 	
<p><u>REASON FOR THE DECISION</u></p> <p>The revised structure delivers a more logical allocation of service areas and responsibilities across Directors and Executive Directors for the management of both high profile front line services and the significant strategic projects that the Council is working on.</p>	

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION

Feedback from the consultation process that took place in accordance with the Borough Council's Change Management Policy and procedures

WARD RELEVANCE

All Wards

FINANCIAL AND BUDGET IMPLICATIONS

Overall the changes to the Senior Management Team structure are cost neutral

CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS

Consultation undertaken with officers affected.
Discussion with the Leaders of political groups.

ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED

n/a

IN RESPECT OF ANY DECLARED CONFLICT BY A CABINET MEMBER, ANY DISPENSATION GIVEN BY THE HEAD OF PAID SERVICE (Note if the decision is a non-executive decision, no dispensation can be given).

n/a

EQUALITIES IMPLICATIONS

Equality in pay issues addressed by using/applying standardised JE methodology.
Remuneration levels for Executive Director and Director posts set by Remuneration Panel

HUMAN RESOURCES IMPLICATIONS

Consultation carried out as per Council's Change Management Policy

HEALTH EQUALITIES IMPLICATIONS

n/a

SECTION 17 CRIME & DISORDER IMPLICATIONS

n/a

RISK MANAGEMENT IMPLICATIONS

The revised structure provides more robust arrangements for the management of both high profile front line services and the significant strategic projects that the Council is working on.

SME (SMALL/MEDIUM ENTERPRISES) & LOCAL ECONOMY IMPLICATIONS

The revised Senior Management Team Structure creates more capacity for the Director – Regeneration and Housing to drive forward economic development activities and projects.

ENVIRONMENTAL IMPLICATIONS

n/a

LEGAL IMPLICATIONS

n/a_

ANY OTHER COMMENTS

None

PLEASE RETURN TO THE DIRECTOR – ARTS, LEISURE & DEMOCRACY AS SOON AS A DECISION IS MADE OR AS REASONABLY PRACTICABLE THEREAFTER