

REPORT TO: EXECUTIVE AND COUNCIL
Date of Meeting: Executive – 10 February 2015
Council – 24 February 2015
Report of: Mark Parkinson, Deputy Chief Executive
Title: Managing Organisational Change and Redundancy Policy and Procedure

Is this a Key Decision?

No

Is this an Executive or Council Function?

Council

1. What is the report about?

To implement a new policy for the effective and timely management of organisational change and redundancies at the Council.

2. Recommendations:

- i. Executive recommend and Council approve the implementation of the Managing Organisational Change and Redundancy Policy and Procedure appended to this report effect from 1 March 2015.
- ii. Delegated authority be given to the Deputy Chief Executive in consultation with the Leader of the Council to amend the policy where necessary.

3. Reasons for the recommendation:

In a climate of continued major financial restraint and changing expectations of local government it is vital that the Council has a clear and consistently understood / applied policy and procedure for managing changes to the Council's establishment (addition, deletion or replacement of posts) the relocation of services, fundamental changes to roles and responsibilities or redundancies.

4. What are the resource implications including non financial resources:

There are no new resource implications arising from this report.

5. Section 151 Officer comments:

There are no additional financial implications contained within the report.

6. What are the legal aspects?

The Council will from, time to time, need to review and revise its organisational and staffing structures to meet future challenges and opportunities. This policy sets out clearly the Council's approach and procedure to be followed.

7. Monitoring officer Comments

This report raises no issues of concern to the Monitoring officer.

8. Report Details:

8.1 Background

The Council's existing Managing Organisational Change Policy is overdue a review, and in partnership with the recognised Trades Unions the opportunity has been taken to revisit these provisions to remove ambiguity and ensure alignment as far as practicable with the ACAS guidance.

Key changes to existing arrangements as a result of the policy document attached as an appendix to this report are:

- Clarification of the process for instigating consultation and for 'approving' proposals for change at Executive Committee prior to implementation
- Clearly describe processes for implementing changes (dealing with 'slotting' (previously 'assimilation') redeployment and redundancy)
- Clarification of the approaches in the case of a 'restructure' as opposed to the cessation of a service or deletion of posts.

In all other respects the provisions are broadly similar to the Council's existing arrangements and legally compliant.

The implementation of this new policy will not impact on the way the Council calculates redundancy compensation payments nor on the Council's existing pay protection or redeployment provisions.

9 How does the decision contribute to the Council's Corporate Plan?

The decision will support the delivery of a Well Managed Council, and assist in managing employees, trade unions and management expectations associated with making significant changes to the Council's establishment.

10 What risks are there and how can they be reduced?

Whilst there remains ambiguity regarding the procedures to follow in the case of making significant changes to staffing structures, the Council remains at risk of damaging morale and increased potential for employment tribunal applications challenging redundancy dismissals.

11 What is the impact of the decision on equality and diversity; health and wellbeing; safeguarding children, young people and vulnerable adults, Economy safety and the environment?

The decision will help to ensure that change at the Council is managed in an equitable, fair and transparent way whilst attempting to mitigate the impact on morale and employee wellbeing.

12 Are there any other options?

No.

Mark Parkinson, Deputy Chief Executive

Local Government (Access to Information) Act 1972 (as amended)

Background papers used in compiling this report:

None

Contact for enquiries:

Democratic Services (Committees), Room 2.3, (01392) 26115