



Council	Tuesday, 05 September 2017	Matter for Information and Decision
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Title: **Summary of the Organisational Structure**

Author(s): **Mark Hall (Chief Executive)**

1. Introduction

- 1.1. As its meetings on 20 June 2017 and 6 July 2017 the Council considered reports relating to the organisational structure of the Council.
- 1.2. This report provides an overall summary of the present position for Member's information.

2. Recommendation(s)

- 1.2. That Members note the information as set out in the report.
- 2.2. That Members resolve that the role of Monitoring Officer, is more appropriate to, and now forms part of the role of the Head of Legal Services.

3. Senior Management Team (SMT)

- 3.1. The Chief Executive retires from the Council on 30 September 2017.
- 3.2. Members have unanimously resolved that the present Director of Services will become Interim Chief Executive from 1 October 2017.
- 3.4. A five Member panel has been established to look at the longer term options in relation to SMT such as the future role of the Chief Executive position and this is due to meet in September.
- 3.5. The New Director of Finance & Transformation, Stephen Hinds, who will be the Council's Section 151 Officer, will be starting with the Council on 18 September 2017.
- 3.6. Martin Hone, the present Interim Director of Finance will remain with the Council during this interim period in order to provide additional continuity and capacity at SMT level. He will primarily work on various ongoing projects such as the review of waste services. He will completely relinquish his role as Interim Director of Finance on 18 September when it will pass to the new Director.

4. Heads of Service

- 4.1. It can be confirmed that the Heads of Service that have been appointed into permanent posts are:

Head of Customer Service & Transformation
Head of Finance, Revenues & Benefits
Head of Health & Leisure Services
Head of Operations & Street Scene
Head of People & Performance

Jacky Griffith
Chris Raymakers
Avril Lennox
Brian Kew
Karen Pollard

Head of Planning, Development & Regeneration Adrian Thorpe

4.2. **Head of Legal Services**

This is a new position and is being advertised externally which brings the legal service in house. It is proposed that this position incorporates the Council's Monitoring Officer role.

4.3. **Head of Communities**

Stephen Glazebrook will be staying with the Council until at least the end of the financial year in order to primarily drive forward the Council's new Housing & Development Company and deliver the key projects in Communities.

4.4. Organisational charts and key contact numbers will be circulated to Members.

Background Documents:

Reports to Council on 20 June 2017 06 July 2017

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Implications Summary of the Organisational Structure	
Finance	All of the above posts' salaries and financial implications are fully built into the 2017/18 budget.
Martin Hone (Interim Chief Finance Officer / Section 151 Officer)	
Legal	No significant implications.
Anne Court (Director of Services / Monitoring Officer)	
Corporate Risk(s) (CR)	<input checked="" type="checkbox"/> Organisational/Transformational Change (CR8)
Mark Hall (Chief Executive)	
Corporate Priorities (CP)	<input checked="" type="checkbox"/> Effective Service Provision (CP2)
Mark Hall (Chief Executive)	
Vision & Values (V)	<input checked="" type="checkbox"/> Accountability (V1)
Mark Hall (Chief Executive)	<input checked="" type="checkbox"/> Teamwork (V3)
	<input checked="" type="checkbox"/> Innovation (V4)
	<input checked="" type="checkbox"/> Customer Focus (V5)
Equalities & Equality Assessment(s) (EA)	The Council is an 'Equal Opportunities' employer.
Mark Hall (Chief Executive)	<input checked="" type="checkbox"/> Not Applicable (EA)