The City of Edinburgh Council

10.00am, Thursday 25 October 2018

Chief Officer roles

Item number	8.1
Report number	
Executive/routine	
Wards	
Council Commitments	

Executive Summary

Council is requested to approve the following recommendations from the Chief Executive in his statutory capacity as the Head of Paid Service:

- The holding of the vacant post of Head of Communications in the Chief Officer structure of the Chief Executive's Service;
- The appointment on an interim basis, of the Head of Strategy and Insight to the re-designated role of Head of Strategy and Communications, with immediate effect.
- The deletion of the vacant post of Head of Information and Communications Technology from the Chief Officer structure of the Resources Directorate.
- The appointment, on a permanent basis, of the Head of Customer to the re-designated role of Head of Customer and Digital Services, with immediate effect.

To note that, subject to these recommendations being approved, the Council has reduced the number of Chief Officials it employs by 2 posts permanently during 2018 and is holding a further post vacant at this level.

EDINBVRGH
THE CITY OF EDINBURGH COUNCIL

Report

Chief Officer roles

1. Recommendations

1.1 Council is requested to approve the following recommendations from the Chief Executive in his statutory capacity as the Head of Paid Service:

- The holding of the vacant post of Head of Communications in the Chief Officer structure of the Chief Executive's Service;
- The appointment on an interim basis, of the Head of Strategy and Insight to a re-designated role of Head of Strategy and Communications, with immediate effect.
- The deletion of the vacant post of Head of Information and Communications Technology from the structure of the Resources Directorate.
- The appointment, on a permanent basis, the Head of Customer to the re-designated role of Head of Customer and Digital Services, with immediate effect.

1.2 To note that, subject to these recommendations being approved, the Council has reduced the number of Chief Officials it employs by 2 posts permanently during 2018 and is holding a further post vacant at this level.

2. Background

2.1 At its meeting on 10 December 2015, Council approved a Chief Officer/Chief Official executive management structure comprising, at Tier 1, a Chief Executive, Executive Director of Resources, Executive Director of Communities and Families, Executive Director of Place and Chief Officer of the Health and Social Care Partnership. The Tier 2 management structure contains a number of Head of Service roles reporting into the Tier 1 posts.

2.2 Following the Tier 2 Head of Communications post becoming vacant and the interim trialling of a merger of the Head of Customer and vacant Head of Information and Communications Technology roles, this paper proposes to formally delete one of the currently vacant Chief Officer posts permanently and adjust responsibilities for the remaining roles on an interim basis to enable further review.

3. Main report

Chief Executive's Service

3.1 The Chief Executive's Service currently includes two direct reporting Heads of Service at Tier 2: the Head of Strategy and Insight and Head of Communications.

3.2 Following the resignation of the Head of Communications, this post is now proposed to be held vacant in the Chief Officer structure and the responsibilities for the strategic leadership of the Communications team be transferred to the Head of Strategy and Insight on a interim basis, to enable a further review. The functions of policy, insight, partnerships, governance, democracy, and resilience are often aligned with communications functions in many other local authorities and the opportunity to align these activities under a single Head of Service is deemed appropriate and may lead to further economies of scale being achieved in the future.

3.2 Subject to approval, this proposal will reduce the Chief Executive's Service temporarily from Tier 2 direct reports to one post, which would be the re-designated interim role of Head of Strategy and Communications.

Resources Directorate

3.3 The Directorate currently includes 6 Heads of Service posts at Tier 2: Finance, Human Resources, Legal and Risk, Property and Facilities Management, Customer and Information and Communications Technology (ICT). The Head of ICT role has been held vacant to trial an interim arrangement combining the remit with the Head of Customer role.

3.4 The Executive Director of Resources has now reviewed the outcomes from trialling the interim arrangement. These arrangements have been successful during the trial and have brought benefits through greater alignment and integration of the customer transformation and ICT transformation programmes under the leadership of a single Head of Service, along with the necessary stabilisation and improvement of both our relationship and delivery by the Council's strategic ICT partner, CGI. It is therefore proposed to permanently delete the vacant post of Head of ICT and to formally transfer strategic leadership of the ICT functions to the re-designated role of Head of Customer and Digital Services.

3.6 This proposal, if approved, would have the net impact of permanently reducing the number of Heads of Service (Tier 2 roles) within the Resources Directorate to 5.

4. Measures of success

4.1 The Council is supported by a well organised, efficient, and effective Chief Officer structure in which statutory roles and responsibilities are correctly discharged.

5. Financial impact

5.1 There are no financial implications arising from this report. Whilst there will be some potential revenue savings generated from the deletion of a vacant Chief Officer role, a degree of the associated funding will be utilised to make changes to the officer structures at an operational level, in accordance with the scheme of delegation.

6. Risk, policy, compliance and governance impact

6.1 The proposed changes to the Chief Officer structure of the Council are wholly compliant with relevant legislative provisions and good practice.

7. Equalities impact

7.1 There are no equality, diversity of rights impacts arising from these proposed changes,

8. Sustainability impact

8.1 There are no sustainability impacts arising from these proposed changes.

9. Consultation and engagement

9.1 Consultation and engagement on the contents of this report has taken place the Executive Directors and the relevant Heads of Service.

10. Background reading/external references

10.1 None.

Andrew Kerr

Chief Executive

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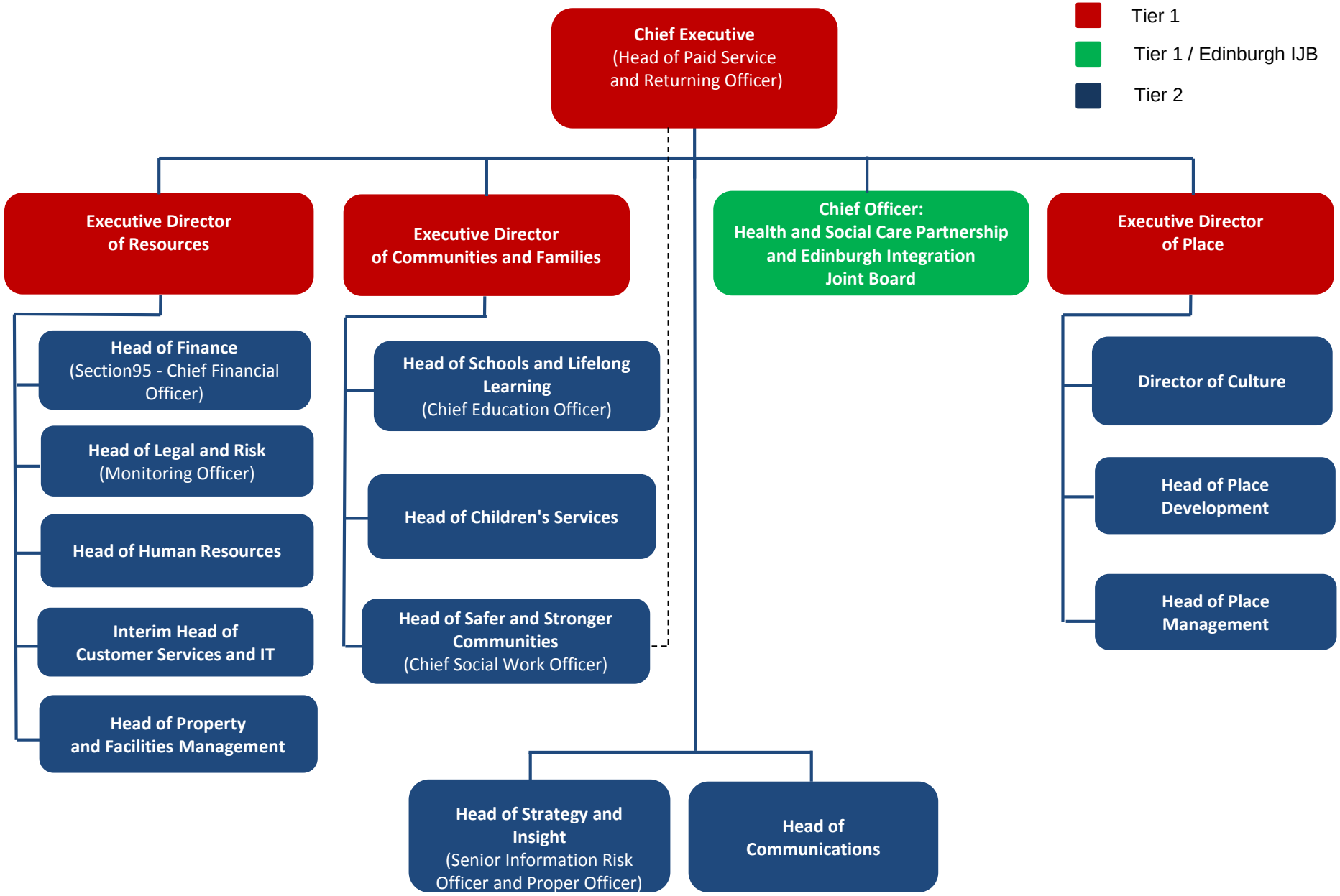
11. Appendices

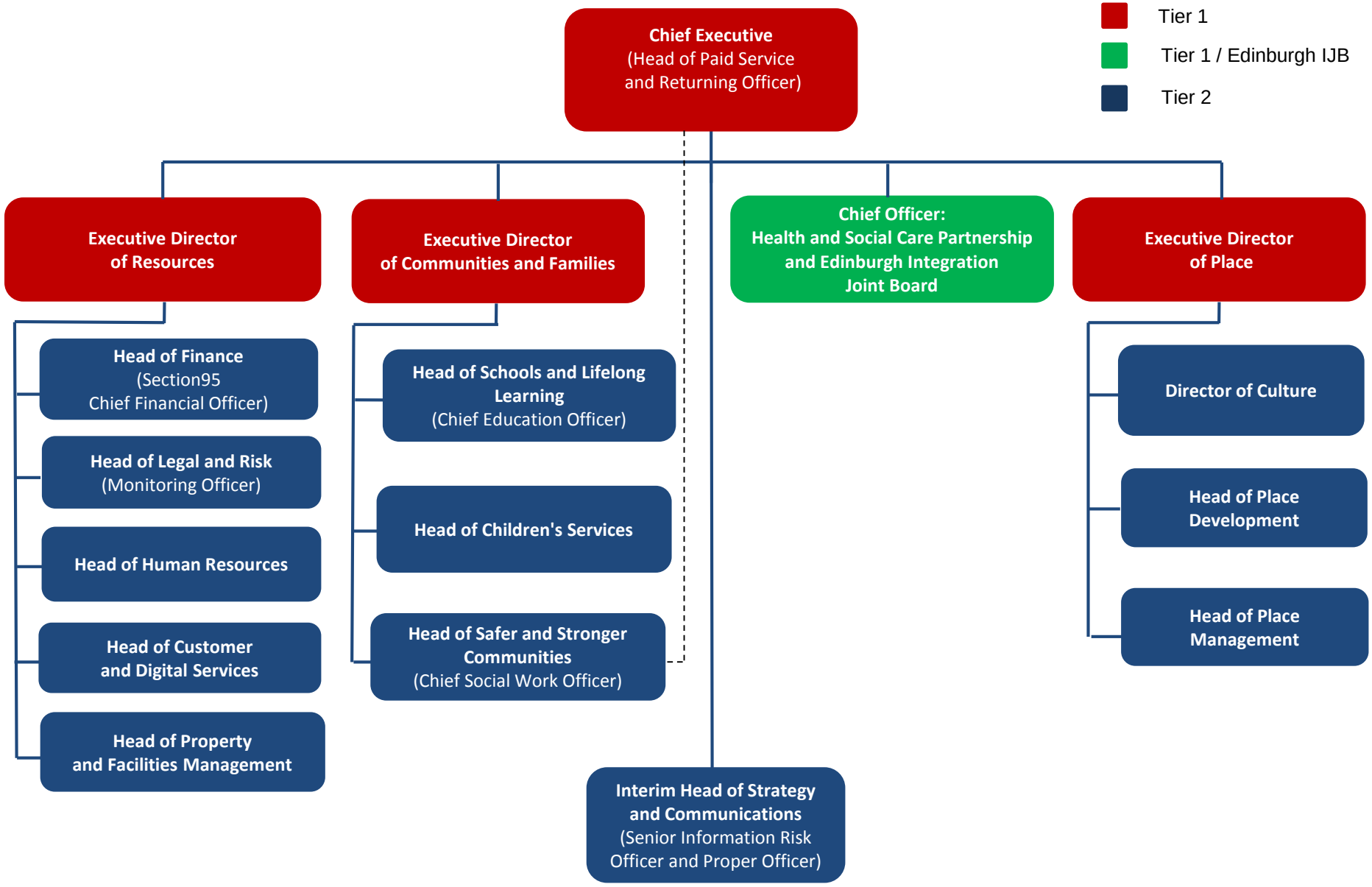
11.1 Appendix 1 – Current Chief Officer Structure

11.2 Appendix 2 – Proposed Chief Officer Structure

Appendix 1

Current Chief Officer Management Structure



Appendix 2

Proposed Chief Officer Management Structure