

# Restructuring Implementation Committee

**Date: Monday 9th October 2023**

**Time: 3.30 pm**

**Venue: Kaposvar Room - Guildhall, Bath**

Councillor Kevin Guy  
Councillor Robin Moss  
Councillor Shaun Hughes  
Councillor Joanna Wright  
Councillor Tim Warren CBE

Chief Executive and other appropriate officers  
Press and Public



## NOTES:

1. **Inspection of Papers:** Papers are available for inspection as follows:

Council's website: <https://democracy.bathnes.gov.uk/ieDocHome.aspx?bcr=1>

2. **Details of decisions taken at this meeting** can be found in the minutes which will be circulated with the agenda for the next meeting. In the meantime, details can be obtained by contacting as above.

### 3. **Recording at Meetings:-**

The Openness of Local Government Bodies Regulations 2014 now allows filming and recording by anyone attending a meeting. This is not within the Council's control. Some of our meetings are webcast. At the start of the meeting, the Chair will confirm if all or part of the meeting is to be filmed. If you would prefer not to be filmed for the webcast, please make yourself known to the camera operators. We request that those filming/recording meetings avoid filming public seating areas, children, vulnerable people etc; however, the Council cannot guarantee this will happen.

The Council will broadcast the images and sounds live via the internet [www.bathnes.gov.uk/webcast](http://www.bathnes.gov.uk/webcast). The Council may also use the images/sound recordings on its social media site or share with other organisations, such as broadcasters.

### 4. **Public Speaking at Meetings**

The Council has a scheme to encourage the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. They may also present a petition or a deputation on behalf of a group.

**Advance notice is required not less than two full working days before the meeting. This means that for meetings held on Thursdays notice must be received in Democratic Services by 5.00pm the previous Monday.**

Further details of the scheme can be found at:

<https://democracy.bathnes.gov.uk/ecCatDisplay.aspx?sch=doc&cat=12942>

### 5. **Emergency Evacuation Procedure**

When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are signposted. Arrangements are in place for the safe evacuation of disabled people.

### 6. **Supplementary information for meetings**

Additional information and Protocols and procedures relating to meetings

<https://democracy.bathnes.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13505>

**Jo Morrison**

**Democratic Services**

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## Restructuring Implementation Committee - Monday 9th October 2023

at 3.30 pm in the Kaposvar Room - Guildhall, Bath

### A G E N D A

1. APOLOGIES FOR ABSENCE

2. EMERGENCY EVACUATION PROCEDURE

The Chair will draw attention to the emergency evacuation procedure as set out under Note 6.

3. DECLARATIONS OF INTEREST

At this point in the meeting declarations of interest are received from Members in any of the agenda items under consideration at the meeting.

(a) The agenda item number in which they have an interest to declare.

(b) The nature of their interest.

(c) Whether their interest is a **disclosable pecuniary interest** or an **other interest** (as defined in Part 4.4 Appendix B of the Code of Conduct and Rules for Registration of Interests).

Any Member who needs to clarify any matters relating to the declaration of interests is recommended to seek advice from the Council's Monitoring Officer or a member of his staff before the meeting to expedite dealing with the item during the meeting.

4. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

5. MINUTES OF PREVIOUS MEETING - 4TH AUGUST 2023 (Pages 5 - 6)

6. QUESTIONS AND STATEMENTS

7. SENIOR MANAGEMENT RESTRUCTURE (Pages 7 - 12)

To seek the Committee's approval to review and restructure the Strategic Leadership Team posts that report directly to the Chief Executive.

The Committee Administrator for this meeting is Jo Morrison who can be contacted on 01225 394358.

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**BATH AND NORTH EAST SOMERSET**

**RESTRUCTURING IMPLEMENTATION COMMITTEE**

Friday 4th August 2023

*(adjourned and reconvened on 18<sup>th</sup> August 2023)*

**Present:-** Councillors Robin Moss, Shaun Hughes, Joanna Wright (for the reconvened session) and Tim Warren CBE

**Also in attendance:** Will Godfrey (Chief Executive), Cherry Bennett (Director of People & Policy)

**32 ELECTION OF CHAIR AND APOLOGIES FOR ABSENCE**

Apologies were noted from Councillor Kevin Guy. Councillor Robin Moss was elected Chair for the meeting.

**33 EMERGENCY EVACUATION PROCEDURE**

The Chair drew attention to this.

**34 DECLARATIONS OF INTEREST**

There were no declarations of interest made.

**35 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR**

There were no items of urgent business.

**36 MINUTES OF PREVIOUS MEETING - 7TH FEBRUARY 2023**

These were moved and seconded as a correct record.

**37 QUESTIONS AND STATEMENTS**

There were no items from the public.

**38 EXCLUSION OF THE PUBLIC**

It was moved, seconded and

**RESOLVED** that, having been satisfied that the public interest test would be better served by not disclosing relevant information, and in accordance with the provisions of Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business because of the likely disclosure of exempt information as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A of the Act as amended.

**39 CONFIDENTIAL EMPLOYMENT MATTER**

After consideration, the Committee adjourned and reconvened on 18<sup>th</sup> August 2023.  
A decision on this matter was then reached at the reconvened session.

The meeting ended at 2.35 pm

Chair(person) .....

Date Confirmed and Signed .....

**Prepared by Democratic Services**

<b>Bath &amp; North East Somerset Council</b>		
MEETING:	<b>Restructuring Implementation Committee</b>	AGENDA ITEM NUMBER
DATE:	<b>9<sup>th</sup> October 2023</b>	
TITLE:	<b>Senior Management Restructure</b>	
WARD:	ALL	
<b>REPORT OF CHIEF EXECUTIVE</b>		

## **1 THE ISSUE**

1.1 To seek the Committee's approval to review and restructure the Strategic Leadership Team posts that report directly to the Chief Executive.

## **2 RECOMMENDATION**

2.1 That the Chief Executive be given delegated authority to review and restructure the Strategic Leadership Team. There are currently four Director posts that report to the Chief Executive and it is proposed that this will reduce to three posts with effect from 1 December 2023.

## **3 FINANCIAL IMPLICATIONS**

3.1 It is expected that there will be no significant financial implications as a result of this change. There will be a small saving of circa £15,000 in the reduction of Director level accountability and job grading for one Director post and this will be used to cover increases in salary for the new Executive Director posts.

## **4 THE REPORT**

4.1 In July 2023 we launched our "Being Our BEST" programme to deliver "great jobs, smarter structures and a culture of excellence". Through these three strands of the culture change programme, we want to make Bath & North East Somerset the best council it can be. The change needs to start at the top with a cohort of senior officers committed to delivering in new and innovative ways.

4.2 The current Strategic Leadership Team structure (Appendix 1) comprises of the Chief Executive, with the posts of Chief Operating Officer, Director of Sustainable Communities, Chief Finance Officer and Director of People & Policy all reporting to the Chief Executive.

4.3 It is proposed that the council moves to a Strategic Leadership Team structure (Appendix 2) comprising the Chief Executive and three Executive Directors; Executive Director Operations, Executive Director Resources (S151) and Executive Director Sustainable Communities. This will create a more focused leadership team around the three key streams of activity:

- Operations
- Place leadership
- Resources and enabling functions

The Executive Director (Operations)/Chief Operating Officer will be the nominated deputy to the Chief Executive in the same way this function currently sits with the Chief Operating Officer.

- 4.4 The post of Director of People & Policy will be moved to report to the Executive Director Resources post to form a stronger more connected set of enabling and professional functions.
- 4.5 All post holders will be slotted into their new roles and will be invited to attend a three part assessment process including a psychometric assessment and behavioural interview.
- 4.6 The RIC forms the final appointment panel, to interview each candidate and consider feedback from the assessment process.

**5 EQUALITIES AND RISK MANAGEMENT**

- 5.1 The Organisational Change Policy, was the subject of full Risk Assessment at the time it was adopted by the Council.
- 5.2 All applicants will be treated fairly and in accordance with the Council’s policy.

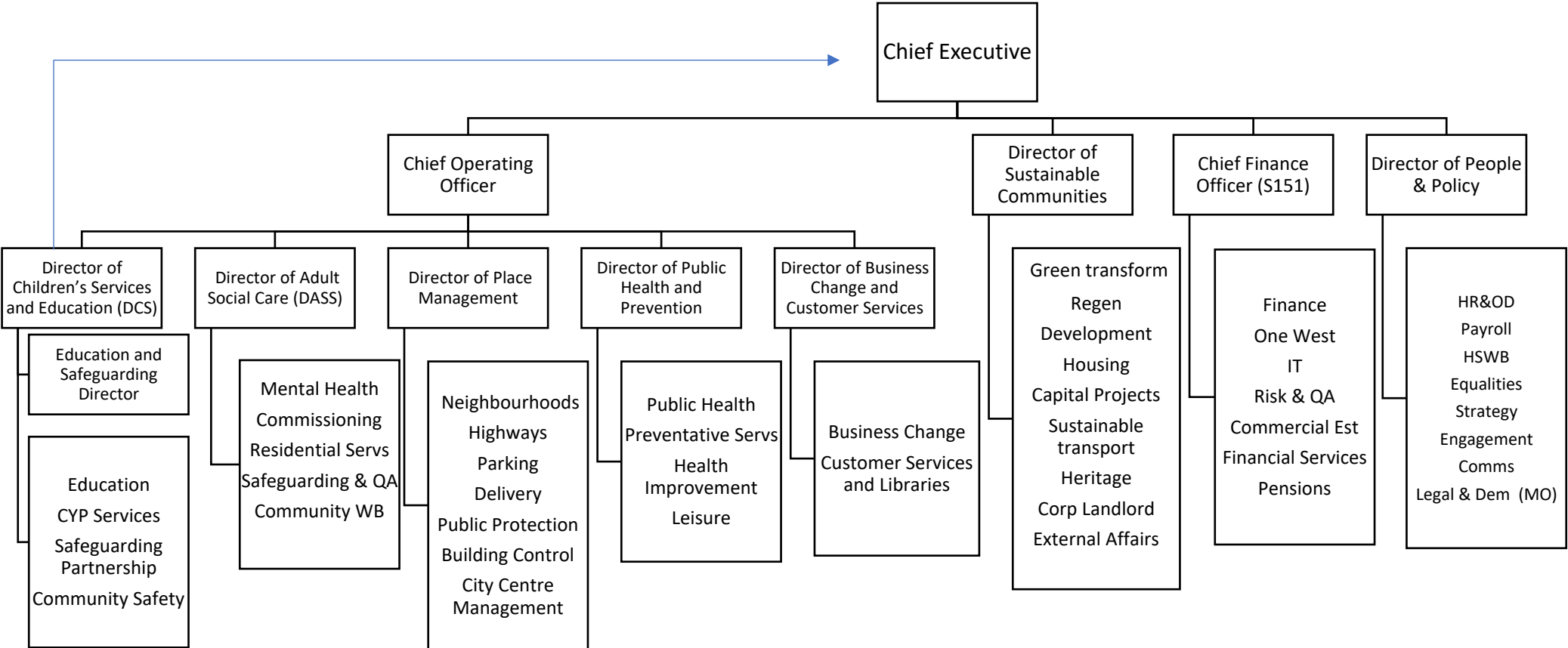
**6 ADVICE SOUGHT**

- 6.1 The Council's Chief Executive and Monitoring Officer have had the opportunity to input to this report and has cleared it for circulation.

Contact person	<i>Will Godfrey, Chief Executive (Tel: 01225</i>
Background papers	None
Please contact the report author if you need to access this report in an alternative format	



Current structure  
 Sept 2023



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# Proposed structure 1 January 2024

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\*Subject to RIC approval  
in early October

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