

APPENDIX 1 - DRAFT RECOMMENDATIONS FOR HEAD OF PAID SERVICE REPORT

(1) That the following posts be deleted from the Establishment with effect from 1 April 2014, namely,

Deputy Chief Executive

Director of Corporate Support Services

Director of Finance and ICT

Director of Housing and

Director of Planning and Economic Development;

(2) That the post of Director of Environment & Street Scene be deleted from the Establishment with effect from the 31 May 2014;

(3) That the post of Assistant to the Chief Executive be deleted from the Establishment with effect from the 12 June 2014;

(4) That subject to recommendations (1)-(3) the termination of the employment of the Director of Planning and Economic Development on 31 March 2014, the Director of Environment & Street Scene on the 31 May 2014 and the Assistant to the Chief Executive on the 12 June 2014 be agreed on the grounds of voluntary redundancy /early retirement, in accordance with the costs reported;

(5) That four new Director posts be created with effect from 1 April 2014, namely

Director of Communities

Director of Governance (Solicitor to the Council & Monitoring Officer)

Director of Neighbourhoods (Deputy Chief Executive)

Director of Resources (Chief Financial Officer /s151 Officer);

(6) That the salary scale for the four new Director posts be agreed as reported;

(7) That the revised Directorate Structure set out in Appendix 2 to the report and reflecting the proposals recommended in (1) – (6), above be approved;

(8) That subject to recommendations (1)-(7), and in accordance with the views of the Restructuring Panel, the following appointments be agreed by Council with effect from the 1 April 2014:

Director of Communities

A. Hall

Director of Governance (Solicitor to the Council & Monitoring Officer)

C.O'Boyle

Director of Neighbourhoods (Deputy Chief Executive)

D. MacNab

Director of Resources (Chief Financial Officer /s151 Officer)

R. Palmer;

(9) That the following posts be deleted from the Establishment with effect from 1 April 2014, namely,

Assistant Director (Benefits)

Assistant Director (Revenues)

Assistant Director (Accountancy)

Assistant Director (ICT)

Assistant Director (Facilities management & Emergency Planning)

Assistant Director (HR)

Assistant Director (Legal)

Assistant Director (Development Control)

Assistant Director (Forward Planning, Conservation & Policy)

Assistant Director (Building Control)

Assistant Director (Community & Culture)

Assistant Director (Housing Property)

Assistant Director (Housing Operations)

Assistant Director (Private Sector & Resources)

Assistant Director (Environmental and Neighbourhoods)

Assistant Director (Technical Services)

Assistant Director (Performance & Operations) and

Chief Internal Auditor;

(10) That the post of Assistant Director (Democratic Services) be deleted from the Establishment with effect from the 31 May 2014;

(11) That subject to recommendations (9) – (10) above, the termination of the employment of the Assistant Director (Facilities Management & Emergency Planning) on 31 March 2014 and the Assistant Director (Democratic Services) on the 31 May 2014 be agreed on the grounds of voluntary redundancy/early retirement, in accordance with the costs reported;

(12) That the following new Assistant Director posts be created with effect from 1 April 2014:

Assistant Director (Human Resources)

Assistant Director (Benefits)

Assistant Director (Revenues)

Assistant Director (Accountancy)

Assistant Director (ICT & Facilities Management)

Assistant Director (Governance & Performance Management)

Assistant Director (Legal Services)

Assistant Director (Development Management)

Assistant Director (Neighbourhood Services)

Assistant Director (Technical Services)

Assistant Director (Forward Planning & Economic Development)

Assistant Director (Housing Property)

Assistant Director (Housing Operations)

Assistant Director (Private Sector Housing & Communities Support)

Assistant Director (Community Services)

Chief Internal Auditor;

(13) That in accordance with Council restructuring practice, the direct assimilation of current post holders into the new Assistant Director positions be agreed as follows:

Assistant Director (HR)	Assistant Director (HR)	P. Maginnis
Assistant Director (Benefits)	Assistant Director (Benefits)	J. Twinn
Assistant Director (Revenues)	Assistant Director (Revenues)	R. Pavey
Assistant Director (Accountancy)	Assistant Director (Accountancy)	P.Maddock
Assistant Director (Legal)	Assistant Director (Legal Services)	A Mitchell
Assistant Director (Development Control)	Assistant Director (Development Management)	N. Richardson
Assistant Director (Community & Culture)	Assistant Director (Community Services)	J. Chandler
Assistant Director (Housing Property)	Assistant Director (Housing Property)	P Pledger
Assistant Director (Housing Operations)	Assistant Director (Housing Operations)	R. Wilson

Assistant Director (Private Sector & Resources Communities Support)	Assistant Director (Private Sector Housing & L. Swan
Assistant Director (Forward Planning Conservation & Policy)	Assistant Director (Forward Planning & Economic Development) K.Polyzoides
Assistant Director (Environmental & Neighbourhoods)	Assistant Director (Neighbourhood Services) J. Nolan
Assistant Director (Technical Services)	Assistant Director (Technical Services) Q. Durrani;

(14) That in accordance with Council restructuring practice, the direct assimilation of current post holder (B.Bassington) into the new Chief Internal Auditor position be agreed;

(15) That a temporary post of Assistant Director (Economic Development), for a fixed term of one year, reporting to the Director of Governance, be created with effect from 1 April 2014;

(16) That the appointment process for the temporary Assistant Director (Economic Development) be by internal advertisement in the first instance and be conducted as soon as practicable;

(17) That the appointment process for the new Assistant Director (ICT & Facilities Management) be ring –fenced to the current holder of the post of Assistant Director (ICT) and conducted by the Director of Resources (Chief Financial Officer/s151 Officer) as soon as practicable;.

(18) That the appointment process for the new Assistant Director (Governance & Performance Management) be by internal advertisement in the first instance and conducted by the Director of Governance (Solicitor to the Council& Monitoring Officer)as soon as practicable;.

(19) That the salary scale for the new Assistant Director posts and the Chief Internal Auditor be agreed as reported in private session, subject to job evaluation and further consultation with the Trade Unions if appropriate;

(20) That the legal advice from Essex Legal Services as to the processes adopted be noted;

(21) That the Chief Executive be designated as the Returning Officer and Electoral Registration Officer for the Epping Forest District with effect from 14/6/14; and

(22) That the Monitoring Officer and the Constitution & Member Services Scrutiny Panel carry out a review of officer delegation to ensure that these take account of the new Directorate structure before the latter comes into operation.

