



FOR PUBLICATION

DERBYSHIRE COUNTY COUNCIL

CABINET

17 June 2021

**Joint Report of the Managing Executive Director – Commissioning
Communities and Policy and the Executive Director – Place**

Transfer of the Community Services Division

**(Strategic Leadership, Culture, Tourism and Climate Change, Health and
Communities, Infrastructure and Environment)**

1. Divisions Affected

1.1 Not applicable

2. Key Decision

2.1 This is not a Key Decision

3. Purpose

3.1 To approve the transfer of the Community Services Division (except Community Safety), and associated budgets, between the Commissioning, Communities and Policy (CCP) Department and the new Place Department.

4. Information and Analysis

4.1 Full Council agreed at its meeting on 2 December 2020, to rename the Economy, Transport and Environment Department to Place on the appointment of the new Executive Director, Place on 17 May 2021.

- 4.2 The Place Department brings together those critical and universal front-line services that are most frequently used by the wider public. The improved integration and coordination of these services are important in a number of areas:
- Post-Covid economic recovery to improve infrastructure, facilities, training and skills.
 - Better community resilience and improved local response to climate change.
 - Addressing the public and private transport challenges to support a vibrant local economy in a sustainable manner.
 - Support the wider levelling up agenda both locally and regionally.
- 4.3 In March 2021, in order to better coordinate and deliver place-based services in a challenging environment, the Managing Executive Director (CCP) approved proposals to reconfigure the existing functions in the Place Department under three new Director roles; Economy and Regeneration, Environment and Transport, and Highways. Two of the Director roles are currently vacant on an established basis and recruitment to these roles is underway.
- 4.4 The Community Services Director retired at the end of March 2021 and this presented the Council with an opportunity to consider the best structural fit for the community services functions going forward. Consideration of how functions were structured in the Place department was already underway and it was concluded that incorporating the majority of the universal front line community-based services, which previously sat in CCP, (comprising libraries, archives, arts and culture, museums and trading standards) within the Place structure would strengthen and integrate the role those functions could play in the community. It is proposed that Libraries and Heritage services will become a separate sub-division within Economy and Regeneration Division, reporting to the Director. The Trading Standards function will also move to the division as part of a new Planning and Public Protection sub-division, along with Planning and Highways Development Control. Staff within these services will be included in the wider restructure of the Place Department once the three Director roles are in post. The proposals for the new Economy and Regeneration division are shown in Appendix 2.
- 4.5 The Community Safety function would remain in CCP and be based in the Policy and Strategy team within the Organisation Development and Policy Division.

4.6 However, due to the timings, it has been necessary to put in place interim management arrangements for Community Services, following the retirement of the Director. Libraries and Heritage is temporarily reporting into to the Director of Finance & ICT. Trading Standards is temporarily reporting to the Assistant Director for Legal Services. It is proposed that Community Safety will remain in CCP permanently and transfer to the Policy and Strategy team within the Organisation Development and Policy Department and those interim management arrangements are currently in place. These arrangements have been made to allow the services to remain within CCP until approval for the permanent transfer can take place.

4.7 The Community Services Division employs around 284 full and part time staff and approximately 150 relief staff, the majority of whom are in the libraries service. The Division also has a budget of around £9.021m, made up as follows:

	£m
Libraries (branch, mobile and materials)	5.011
Museums Service	0.124
Derbyshire Records Office	0.412
Headquarters and support services	0.857
Arts Development	0.006
Trading Standards	1.283
Community Safety	1.327
Total	9.021

4.8 Cabinet approval is therefore sought for the transfer of £7.694m budget and associated staff from the libraries, archives, arts and culture, museums and trading standards services from CCP into the Place Department. In addition to the transfer of services, Cabinet is asked to approve the transfer of relevant powers associated with these services, which are currently delegated from Cabinet to the Managing Executive Director, to the Executive Director – Place. Until the three Directors are in place, it is not practical to fully establish the new Place divisions, therefore, the transfer will occur upon the appointment of the three Directors, which is likely to be concluded no later than October 2021.

4.9 The £1.327m budget for Trading Standards will remain in CCP and be transferred to the Organisation Development and Policy Division of CCP.

5. Consultation

5.1 There is no requirement for formal consultation on these proposals as there are no changes proposed to the delivery of the various services to

the public and partners organisations. As there are implications for line management and reporting, briefing sessions have been held with all staff involved and with trades unions.

6. Alternative Options Considered

- 6.1 Do Nothing – the option to retain the whole of community services within CCP was considered and would have meant a continuation of the previous management arrangements. However, this do-nothing option would miss the opportunity to fully integrate community services functions into the new Place Department’s focus on post-Covid economic recovery, especially in the areas to improve training and skills and create better community resilience. The retirement of the Community Services Director in March 2021 also presented the opportunity to revise management of the services and deliver savings.
- 6.2 Alternative Do Something – consideration was given to transferring the whole of the Community Service Division to the Place Department, which would have included Community Safety services. However, it is considered that Community Safety services are better placed to deliver on wider, corporate initiatives, such as health and safety and Safer Derbyshire if they remain in CCP to influence countywide policies and strategies.

7. Implications

- 7.1 Appendix 1 sets out the relevant implications considered in the preparation of the report.

8. Background Papers

- 8.1 None identified.

9. Appendices

- 9.1 Appendix 1- Implications.
- 9.2 Appendix 2 - Proposed structure of the Economy and Regeneration Division showing transferred community services functions.

10. Recommendation(s)

That Cabinet:

- a) Approves the transfer of the libraries, archives, arts and culture, museums and trading standards services of the Community Services Division of the Commissioning, Communities and Policy Department to the new Place Department, together with the appropriate staff and budgets.
- b) Approves the transfer of the Community Safety Team from the Community Services Division to the Organisation development and Policy Division within the Commissioning, Communities and Policy Department, together with the appropriate staff and budgets.
- c) Approves the transfer of delegation 1 (a), (b) and (c) to the Executive Director – Place within Appendix 1 of the Constitution and for the Constitution to be amended according, with the amendments being noted by full Council.

11. Reasons for Recommendation(s)

- 11.1 To better coordinate and deliver place-based services across Derbyshire
- 11.2 To better integrate community safety initiatives with wider corporate activity.
- 11.3 To enable the services to be delivered effectively and efficiently.

12. Is it necessary to waive the call in period?

- 12.1 No.

Report Author: Geoff Pickford

Contact details: 01629 538194

Implications

Financial

- 1.1 The proposed temporary change in management of the Community Services division from a Service Director and two Heads of Service to three Heads of Service will produce annual savings of £28,797 (based on maximum of salary bands). There may also be a one-off saving of £21,933 generated by the interim appointment to the Head of Libraries & Heritage subject to them continuing to undertake their permanent role from April through to September. There may be additional savings once the permanent management arrangements within the Economy and Regeneration Division are known.

Legal

- 2.1 Currently, there are specific delegations to the Director – Community Services. Some of these will remain with CCP, but some will transfer to Place.
- 2.2 The report proposes a number of temporary and interim arrangements before the full transfer to the Place Department can occur. Under delegation 2 to the Executive Director for CCP, it is permitted for the Managing Executive Director to confirm these interim arrangements and to allocate or re-allocate responsibility for exercising particular delegations to any officer of the council in the interests of effective corporate management.
- 2.3 For the permanent arrangements, delegations from Cabinet for a number of community services functions (such as trading standards) will pass to the Executive Director – Place. Cabinet is therefore requested to approve the transfer of delegation 1 (a), (b) and (c) to the Executive Director – Place within Appendix 1 of the Constitution and for the Constitution to be amended accordingly, with the amendments being noted by full Council. The Executive Director – Place will be able to delegate these powers under the departmental scheme.

Human Resources

- 3.1 Trade Unions and employees affected by the interim and proposed permanent changes have been fully briefed and there is ongoing engagement. No current employee will be placed at risk of redundancy as a result of these proposals so there is no requirement for formal consultation. Any subsequent proposals to staffing structures will be

subject to normal Council approvals procedures for restructuring services.

Information Technology

- 4.1 The proposals in the report will alter line management arrangements but do not change the nature of the work or the services provided. There are therefore no IT issues as a result of the report's recommendations.

Equalities Impact

- 5.1 It is expected that the nature of the services and the manner in which they are delivered will not be affected by the proposals set out in this report. There are therefore no equalities issues raised by the report's recommendations.

Corporate objectives and priorities for change

- 6.1 The proposals in this report are expected to deliver the outcomes set out in 4.2, with particular emphasis on a countywide recovery from Covid and improved community resilience. In this respect, the proposals will directly help in delivering the Council Plan priorities for creating resilient, healthy and safe communities and providing high-performing, value for money and resident-focused services.

Other (for example, Health and Safety, Environmental Sustainability, Property and Asset Management, Risk Management and Safeguarding)

- 7.1 None arising directly from this report. Individual projects may involve the acquisition of property as they progress.

Appendix 2

Proposed Structure of the Economy and Regeneration Division, showing Community Services Functions

