

Manchester City Council Report for Information

Report to: Personnel Committee – 14 February 2024

Subject: Senior Management Team updates

Report of: Chief Executive

Summary

This report sets out proposals to realign senior management within the council and sets out the changes to senior posts at SMT level and the resulting reallocation of accountabilities and responsibilities.

Recommendations

The Committee is requested to:

1. Note the resignation of the Deputy Chief Executive & City Treasurer and thank Carol Culley for her service and leadership over the last 23 years.
 2. Recommend to Council the creation of a new Deputy Chief Executive role at DCX (£167,144) following the separation of the role from City Treasurer.
 3. Recommend to council the creation of a new City Treasurer role at SS5 (£135,976 - £155,898) following the separation of the role from Deputy Chief Executive.
 4. Note the disestablishment of the Deputy Chief Executive & City Treasurer post and disestablishment of the Deputy City Treasurer post.
 5. Recommend to Council the appointment of Tom Wilkinson to the position of City Treasurer with effect from 1 April 2024, at a salary of £135,976p.a.
 6. Recommend to Council the designation of Tom Wilkinson as Section 151 Officer in accordance with Section 151 of the Local Government Act 1972 with effect from the 1 April 2024.
 7. Note the re-alignment of the City Solicitor to report to DCX role.
 8. Note the re-alignment of Audit & Risk Management to sit under direct management of the City Treasurer.
 9. Note the re-alignment of Revenue & Benefits & Customer Organisation from Director of ICT to directly report to the Deputy Chief Executive.
 10. Recommend to Council the appointment of Dr Cordelle Ofori to the position of Director of Public Health with effect from 1 April 2024, at a salary of £111,906.
 11. Recommend to Council the designation of Dr Cordelle Ofori as Director of Public Health under Section 73A(1) of the National Health Service Act 2006.
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Wards Affected: All

Environmental Impact Assessment - the impact of the issues addressed in this report on achieving the zero-carbon target for the city	This report highlights how the appointment of senior officers and refocusing of senior management team will provide strategic leadership on the achievement of zero carbon targets.
Equality, Diversity and Inclusion - the impact of the issues addressed in this report in meeting our Public Sector Equality Duty and broader equality commitments.	This report highlights how the appointment of senior officers and refocusing of senior management team will provide strategic leadership on the achievement of EDI targets and public sector duties. Our recruitment strategy to new positions will demonstrate our commitment to increasing under-representation in the council to become more representative of the communities we serve.

Our Manchester Strategy outcomes	Summary of how this report aligns to the OMS
A thriving and sustainable city: supporting a diverse and distinctive economy that creates jobs and opportunities	The effective use of staffing resources underpins the Council's activities in support of its strategic priorities as set out in the Corporate Plan which is underpinned by the Our Manchester Strategy. Providing the leadership and focus for the future.
A highly skilled city: world class and home grown talent sustaining the city's economic success	
A progressive and equitable city: making a positive contribution by unlocking the potential of our communities	
A liveable and low carbon city: a destination of choice to live, visit, work	
A connected city: world class infrastructure and connectivity to drive growth	

Financial Consequences – Revenue - The proposals within this report will cost an additional £51,812 per annum, this is based on top of grade and includes both salary and employer on costs. There is no additional budget ask and the additional costs will be funded from within existing Corporate Core budgets.

Financial Consequences – Capital - There are no capital implications arising from the proposals within this report.

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Background documents (available for public inspection):

The following documents disclose important facts on which the report is based and have been relied upon in preparing the report. Copies of the background documents are available up to 4 years after the date of the meeting. If you would like a copy please contact one of the contact officers above.

Appendix 1 – Current structure chart

Appendix 2 – Proposed structure chart

Appendix 3 – Role Profile Deputy Chief Executive

Appendix 4 – Role Profile City Treasurer

1.0 Background

- 1.1 The Deputy Chief Executive & City Treasurer has announced her decision to resign and her last day in work will be 15th March 2024. I would ask this committee to put on record their gratitude for her 23 years of service to this council and our residents of Manchester.
- 1.2 Carol has held this position since 2019 and whilst she has been successful in contributing to the delivery of our priorities, it was always recognised that there are very few people who could be successful in the combined position of Deputy Chief Executive, City Treasurer, and the statutory responsibility as section 151 (s.151) officer due to the breadth of responsibility.
- 1.3 This report will outline structural changes to the Senior Team to be made upon Carol's departure, which will bring continuity, capacity and ongoing strategic leadership of corporate services, several major programmes of work and delivery of corporate Plan priorities.
- 1.4 The senior structure of Manchester City Council has remained broadly unchanged since 2019 and whilst the changes below are not fundamental, they will bring renewed focus on the delivery of our council priorities.

2.0 Proposals

Deputy Chief Executive, City Treasurer and S151 Statutory Officer posts

- 2.1 The most significant structure change under this review is the proposed separation of Deputy Chief Executive (DCX) & City Treasurer / s.151 responsibilities into two separate roles. This is how the senior management team was structured prior to 2019 and separating these responsibilities gives us the opportunity to review the focus of each role and realign them with corporate plan priorities.
- 2.2 With the difficult financial context that local government is having to operate within, having a City Treasurer with dedicated focus on helping us to meet these challenges now and into the future is the right thing to do.
- 2.3 This allows the DCX to focus on providing capacity and support to our Chief Executive and Senior Management Team, manage corporate services, support digital strategy and transformation as well as leading on high profile major programmes of work. The role will also play a leading role in our ambitions around zero carbon and equalities.
- 2.4 We have reviewed the role profile for DCX and the grade has been subject to job evaluation and will remain on the spot salary for this position which is £167,144. Subject to agreement we propose to advertise the role in line with chief officer member panel recruitment protocols outlined in the constitution.

- 2.5 We will carry out a national search for candidates and enlist the support of a specialist recruitment agency to attract a high-quality field of candidates, which we propose to commence as soon as possible after a decision is made.
- 2.6 The creation of the City Treasurer and s.151 officer provides dedicated focus on the management of our finances at a time when local government funding is facing significant challenge. This role would report directly to the Chief Executive, be a member of the Senior Management Team, manage the Finance and Procurement functions and be our statutory section 151 officer. A new role profile has been created and subject to job evaluation, the grade is SS5 with a salary of £135,976 to £155,898.
- 2.7 By creating the City Treasurer role, we can delete the current role of Deputy City Treasurer which is graded at SS4. Under the councils redeployment policy the Deputy City Treasurer was given consideration for the City Treasurer role and has been interviewed under the statutory chief officer member panel recruitment protocol outlined in the constitution.
- 2.8 An appointment of City Treasurer has been made and we ask this committee to recommend the appointment of Tom Wilkinson to Council, this appointment provides us with continuity of leadership and a seamless transition of responsibilities. The appointment will take with effect from 1st April 2024, at a salary of £135,976p.a.
- 2.9 We also ask this committee to recommend to Council the designation of Tom Wilkinson as Section 151 Officer in accordance with section 151 of the Local Government Act 1972 with effect from the 1st April 2024.
- 2.10 Once the appointment of City Treasurer is confirmed consideration can be given to deputy s.151 responsibilities, it is envisaged this can be done from within the existing Senior Finance Team.
- 2.11 There will be some additional costs with this proposal which are the costs associated with creation of City Treasurer, offset by the deletion of the Deputy City Treasurer. There will be additional salary costs of £26k and this will increase to £52k over time, the additional costs will be funded from within existing approved Corporate Core budgets. There may be some further additional cost with the deputy s.151 arrangements, although this will only be known once the final proposals have been agreed and any additional funding for this will be met from the existing Finance Service budget.
- 2.12 Related to the separation of DCX and City Treasurer we have also considered other areas of responsibility across our corporate services, and it is proposed to align the Head of Audit and Risk Management and this service as a direct report to City Treasurer.
- 2.13 It is important that the audit and risk management function are able to maintain independence. whilst providing challenge, risk mitigation and supporting sound financial management. Keeping this function aligned with the s.151 officer will support the effective operation of this service. If agreed

the City Treasurer will review the role profile of the Head of Audit and Risk Management to ensure it accurately reflects current responsibilities, but it is not envisaged that would change the grading of the role.

- 2.14 Other changes proposed under this review are to align the City Solicitor & Monitoring Officer to report to DCX. The main reasons for this relate to the capacity of the Chief Executive and greater alignment of legal services with other corporate services. As one of the three key statutory officers (along with the Head of Paid Service and the Section 151 Officer) responsible for good Council governance, the Monitoring Officer should have a direct reporting line to the Chief Executive and this element of the role will continue. The City Solicitor will continue to be a member of SMT and there would be no change to the grade of this post.
- 2.15 It is also proposed to align the Head of Revenues, Benefits & Customer Services with the DCX. This service has been through a period of significant change and RBDxP, the new Customer Relationship Management system provides an opportunity for ongoing and lasting transformation in these services. The service has been well supported by its current alignment to ICT but it is felt that alignment to the DCX will help to drive this organisational transformation. If agreed the DCX would be asked review the role profile of the Head of Revenues, Benefits & Customer Services to ensure it accurately reflects current responsibilities, but it is not envisaged this would change the grading of the role.
- 2.16 Current and proposed structure charts outlining these changes is attached at Appendix A and Appendix B

Director of Director of Public Health

- 2.17 On 13 September 2023 Personnel Committee agreed to recruit to the Director Public Health (with the statutory responsibilities of the Director of Public Health). In line with the statutory chief officer member panel recruitment protocol outlined in the constitution and in compliance with the National Health Service (Appointment of Consultants) Regulations 1996 on recruiting to roles with the statutory responsibility of the Director of Public Health an appointment has been made.
- 2.18 It is proposed to appoint Dr Cordelle Ofori to Director of Public Health and this committee is asked to recommend this appointment to council effective from 1st April 2024 at a salary of £111,906.
- 2.19 We also ask this committee to recommend to Council the designation of Dr Cordelle Ofori as Director of Public Health under Section 73A(1) of the National Health Service Act 2006.

3.0 Comments from Director of HRODT

- 3.1 The proposals of this report are in line with the Council's Pay Policy. Job Evaluation has been carried out as required using the Council's Job Evaluation Scheme for Senior roles.
- 3.2 The proposals have taken account of the need to attract, retain and develop specialist staff in a very competitive market and are in line with the council's principles for spans of control and layers of management.

4.0 Comments from Trade Unions

- 4.1 The joint Trade Unions would like to thank Carol for her hard work and dedication in steering us through some of the most difficult times that have ever faced local government in her time as City Treasurer and Deput Chief Executive. Carol will be sadly missed. Manchester as a council is in a more fortunate position, financially, when compared with other councils and this is due to Carol's careful management of the council's finances. Carol as Deputy Chief Executive has also spearheaded our renewed commitment to equalities and has managed the delivery of projects that have benefited residents.
- 4.2 We would also like to thank David Regan for his service as Director of Public Health. There is no doubt that David's stewardship of Manchester's public health during the pandemic saved lives.
- 4.3 We would like to congratulate Dr. Cordelle Ofori on the appointment of Director of Public health which is a massively important role in the council as it leads vast amounts of our prevention work that supports residents to live a long and healthy life in Manchester. Cordelle has shown a great commitment to act upon the health disparities that exist within our city and has the experience needed to continue the work David started in making Manchester a more equitable city when it comes to its health.
- 4.4 We welcome the appointment of Tom to the role of City Treasure and the reintroduction of the section 151 officer into that role we believes that Tom has the right knowledge and experience needed to successfully continue the careful, financial management of the council's finances.
- 4.5 We look forward to the appointment of a new Deputy Chief Exec and know that this will attract many candidates, as to work in Manchester is a great career move. We hope that any successful candidate will have a track record of managing services to meet the needs of diverse populations and in eliminating social and economic disparities.
- 4.6 The joint Trade Unions want to work closely with officers around the roles of Head of Revs and Bens and Customer Services as this is an incredibly important forward-facing role and agree that ICT has provided stability, but we are fully aware that our ICT service needs to be focused on delivery of connectivity for services and residents, the continued savings program, which protects services in Manchester.

5.0 Conclusion

5.1 The Committee is requested to:

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