

Urban Environment Restructure

UPDATE: 10/10/2007

Lead Officer: Niall Bolger

Week No.	Week commencing	Task(s)	Progress	Owner	Deadline	Done
12	8 th Oct	Create timetable for implementing the restructure	Project plan approved	AH		
11	15 th Oct	Report to be delivered to CAB 18 th Oct <ul style="list-style-type: none"> ▪ CAB to provide steer about how to inform non-cabinet members about restructure. 	Clarification if this needs to go to Cabinet after.	NB	18 th Oct	
		Formal presentation and consultation with Cabinet Members for Environment and Enforcement	To be discussed at NB's one-to-ones with Cllr's Haley and Canver (and agreement on diary slots for interview for AD post)	AH	12 th Oct	
		<p>First stage of recruitment process to start</p> <p>Draft JD's for:</p> <ul style="list-style-type: none"> ▪ AD – Urban Realm ▪ Head of Environmental Resources ▪ Head of Sustainable Transport <p>Evaluation from HR to begin</p> <p>Report to be produced clearly showing which positions are ring fenced and which will go to external advert.</p> <p>Interview dates to be set</p>	<p>JD to be done by Niall Bolger</p> <p>To be completed by Beverley Taylor</p> <p>JD to contact Steve Davies</p>	<p>JD</p> <p>BT</p> <p>JD</p> <p>AH</p> <p>ALL</p>	<p>19th Oct</p> <p>26th Oct</p>	
10	22 Oct	Non-cabinet members to be informed about the restructure.	Report to be sent out or special event organised depending on steer by CAB.			

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		26 th Oct – TU Consultative Committee	Ursula Coffman to put on agenda. Niall Bolger to attend.	NB		
		3 – 4 staff consultation / information events: (trade union presence too if necessary) <ul style="list-style-type: none"> ▪ Enforcement ▪ Housing Renewal (Steve Russell) ▪ Streetscene 	To be organised via Business Support			
		Briefing provided to the Leader and to Cllr Griffiths (chair of GP) for decision on make up of appointment panel (2 cabinet members, 3 non-cabinet members)				
9	29 th Oct	Restructure to be discussed at SMT Away Day (31 st Oct), subject to agreement by NB.	Away day needs to be reconfigured from DMT only to SMT	AH		
8	5 th Nov	•				
7	12 th Nov	Interview for post of AD – Urban Realm				
6	19 th Nov	•				
5	26 th Nov					
4	3 rd Dec	Exemption report to be provided to General Purposes Committee re the deletion of the AD-Enforcement post				
3	10 th Dec	Second stage of recruitment process to start JD to be drafted for position of Programme Director - Commissioning				
2	17 th Dec	•				

Week No.	Week commencing	Task(s)	Progress	Owner	Deadline	Done
1	24 th Dec	<ul style="list-style-type: none">•				
0	31 st Dec	<ul style="list-style-type: none">• Implementation of new structure				