

Medium Term Planning and Budget Build proposal

MTP Ref No: GF01 **MTP Title:** Borough Secretary Restructure

Budget Manager/Head of Service: Francis Fernandes

Directorate: Borough Secretary **Service:** Borough Secretary

***Dept:**
*if applicable

Financial Impact:

Year	Impact	£'s
2014/15	Saving	£ 60,000.00
2015/16	Saving	£ 60,000.00
2016/17	Saving	£ 60,000.00
2017/18	Saving	£ 60,000.00
2018/19	Saving	£ 60,000.00

Links to Corporate Plan: (please select all that apply)

Your Town

- CP1 - Northampton on Track
- CP2 - Invest in safer, cleaner neighborhoods
- CP3 - Celebrate our Heritage and Culture
- CP4 - Making every £ go further

You

- CP5 - Better Homes for the Future
- CP6 - Creating empowered communities
- CP7 - Promoting health & wellbeing
- CP8 - Responding to your needs

Brief Description of Proposal:

The Council has been through substantial change, with a number of Council services having transferred to LGSS (Local Government Shared Services). Given these changes the council's current needs have been assessed in the context of budgetary constraints. A restructure for Borough Secretary's is therefore proposed.

Key benefits (including measures of success) and impact arising from the proposal:

The total saving arising from this proposal will be approx £160k of which £100k has already been factored into the current budget from the previous year's budget option.

Key consequences/risks of not delivering the proposal:

A reduction in the costs for the department are needed to meet challenging budgetary constraints.

Community Impact

Has a Community/Equality Impact Assessment been carried out?

Yes

No

Please explain why a Community Impact Assessment is not relevant, or has not been completed:

The restructure proposals are at a formative stage and whilst brief informal consultations have been carried out with staff; HR policies will be followed in the normal way. The impacts on staff and services will be assessed on an ongoing basis, leading right up to the final restructure proposal.

Who is affected by this proposal? (include public, community groups or staff as relevant):

Many of the services and activities affected by these proposals are "internally facing back office functions" and do not directly impact on the public. The proposals are at a very formative stage and the potential impacts will be considered throughout the process, once the proposals are firmed up through the staff consultation process.

Please detail any internal service considerations arising from this proposal e.g. staffing, training, succession, procurement, IT, and inc LGSS:

None that can be ascertained specifically at this stage.

Medium Term Planning and Budget Build proposal

MTP Ref No: GF02 **MTP Title:** Borough Secretary Restructure

Budget Manager/Head of Service: Francis Fernandes

Directorate: Borough Secretary **Service:** Borough Secretary

***Dept:**
*if applicable

Financial Impact:

Year	Impact	£'s
2014/15	Saving	£ 60,000.00
2015/16	Saving	£ 60,000.00
2016/17	Saving	£ 60,000.00
2017/18	Saving	£ 60,000.00
2018/19	Saving	£ 60,000.00

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Brief Description of Proposal:

Due to the transfer of staff to LGSS the Council is having a re-structure.

Key benefits (including measures of success) and impact arising from the proposal:

The total saving arising from this proposal will be approx £160k of which £100k has already been identified as a saving

Key consequences/risks of not delivering the proposal:

Not reaching budget

Community Impact

Has a Community/Equality Impact Assessment been carried out?

Yes

No

Please explain why a Community Impact Assessment is not relevant, or has not been completed:

Impact will not have any impact on the community. The restructure proposals are at a formative stage and whilst brief informal consultations have been carried out with staff; HR policies will be followed in the normal way. The impacts on staff and services will be assessed on an ongoing basis, leading right up to the final restructure proposal.

Who is affected by this proposal? (include public, community groups or staff as relevant):

Staff

Please detail any internal service considerations arising from this proposal e.g. staffing, training, succession, procurement, IT, and inc LGSS:

The restructure will ensure that the service is more stream lined