



- Staff equally based at both sites (as shared management team)
- Staff primarily based at Bodicote House
- Staff primarily based at Springfields
- * Post likely to be filled by existing staff

Explanatory Notes

- All staff will be multi disciplinary and will be allocated a portfolio of democratic and elections work.
- Whilst staff will be multi-disciplinary, they will be encouraged to develop specialist skills and knowledge.
- For 'pay and rationing' purposes staff will be assigned to a Democratic and Elections Team Leader, with team leaders managing staff across both sites.
- There will be one team leader with primary responsibility for supervision and management of elections and scrutiny at both sites and one team leader with primary responsibility for supervision and management of democratic at both sites.
- Work will be matrix managed, that is staff will may be supervised by different members of the management team according to the task the y are undertaking and will undertake tasks for both councils. For example a Democratic Elections Officer

primarily based at Bodicote could have the following portfolio (Election delivery lead SNC, Licensing Committees CDC and SNC and Council Employee Joint/Local Joint Committee CDC and SNC)