

# **Cherwell District Council**

## **Personnel Committee**

**10 September 2014**

### **Organisational Change Policy**

#### **Report of Head of Transformation**

This report is public

#### **Purpose of report**

To seek approval of proposals to implement a three way (Cherwell District Council (CDC), South Northamptonshire Council (SNC) and Stratford-on-Avon District Council (SDC)) organisational change policy and relating procedures in relation to all elements of employee change management.

#### **1.0 Recommendations**

The meeting is recommended:

- 1.1 To approve the implementation of a three way organisational change policy (Appendix 1).
- 1.2 To note that in the opinion of officers it is expedient to implement the proposed policy at Cherwell District Council and South Northamptonshire Council, even in the absence of approval from Stratford-on-Avon District Council.

#### **2.0 Introduction**

- 2.1 The Organisational Change Policy is used to provide guidance for managers and employees on how to establish fair, robust and transparent principles and processes to follow so that the Council's interests are protected and staff are treated fairly, in relation to restructuring, redeployment, redundancy and outsourcing.

#### **3.0 Report Details**

Proposals for Change

- 3.1 The proposed policy is attached in appendix 1.

- 3.2 The original version of the Organisational Policy was approved in December 2012. However since then it has been realised that it requires amendment to reflect accurately its application to include three way shared working.
- 3.3 The proposed policy has been subject to consultation with affected staff and recognised trade unions at all Councils.
- 3.4 The policy will be adopted and used by all three Councils, to ensure when change is necessary we follow fair, robust, and transparent principles.
- 3.5 The new policy offers clarity around how to match old and new roles, and where assimilation is used we move away from a minimum of 50% to a 75% match, except where a task within the essential criteria is deemed to be mandatory from day one, and will therefore sit outside of the 75% match. (e.g. travel between sites, qualifications)

#### **4.0 Conclusion and Reasons for Recommendations**

The proposed policy meets the needs of a council engaged in shared working arrangements, ensuring we retain engaged employees with the right skills who are dedicated to the organisation.

#### **5.0 Consultation**

Sue Smith (CDC/SNC Chief Executive)	Supports the proposed recommendations
Paul Lankester (SDC Chief Executive)	Supports the proposed recommendations
SDC Union	Supports the proposed recommendations
CDC Unions	Supports the proposed recommendations
SNC Union	Supports the proposed recommendations
CDC Staff consultation group	Supports the proposed recommendations

#### **6.0 Alternative Options and Reasons for Rejection**

- 5.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: Retain the current policy. This is not recommended because it reflects two way shared working and does not reflect three way shared working

#### **7.0 Implications**

##### **Financial and Resource Implications**

- 7.1 There are no financial implications arising directly from this report.

Comments checked by:  
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### **Legal Implications**

- 7.2 Law and Governance have been consulted in the drafting of the revised policy and confirm that the proposals conform with legislation and good practice.

Comments checked by:  
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## **8.0 Decision Information**

### **Wards Affected**

N/A

### **Links to Corporate Plan and Policy Framework**

All

### **Lead Councillor**

N/A

### **Document Information**

<b>Appendix No</b>	<b>Title</b>
1	Organisational Change Policy
<b>Background Papers</b>	
None	
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