

## ITEM 5 PROPOSED ORGANISATIONAL STRUCTURE

This report presents the proposed senior staff structure for adoption by Council. The proposed structure represents only minor amendments to the structure endorsed by Council in May 2018, with changes proposed to assist in optimising the efficient and effective delivery of service and organisational performance.

### RECOMMENDATION

In accordance with Section 332 of the Local Government Act 1993, Council endorse the senior staff structure as outlined in Attachment 1.

### REPORT AUTHORISATIONS

Authorised by: Greg Doyle, General Manager

### ATTACHMENTS

- 1 Proposed Senior Staff Structure - August 2020
- 2 Detailed Proposed Senior Staff Structure - August 2020

### BACKGROUND

Part 332 of the Local Government Act 1993 [the Act] requires the Council to determine the following:

*'1 A council must, after consulting the general manager, determine the following:*

- a. The senior staff positions within the organisation structure of the council,*
- b. The roles and reporting lines (for other senior staff) of holders of senior staff positions,*
- c. The resources to be allocated towards the employment of staff.*

*1A The general manager must, after consulting the council, determine the positions (other than the senior staff positions) within the organisation structure of the council.*

*1B The positions within the organisation structure of the council are to be determined so as to give effect to the priorities set out in the strategic plans (including the community strategic plan) and delivery program of the council.'*

Part 333 of the Act provides for redetermination and review of the structure as follows:

*'The organisation structure may be re-determined under this Part from time to time. The council must review, and may re-determine, the organisation structure within 12 months after any ordinary election of the council.'*

On 28 May 2018, Council endorsed a structure with 20 senior staff, including the General Manager, four Directors and 15 Senior Managers. In June 2019, a new General Manager was appointed for the organisation and a review of the organisational structure was undertaken. The following principles underpinned the review:

- delivery of Community Strategic Plan objectives
- appropriate governance
- efficient and effective use of resources, and
- ongoing refinement and realignment.

The outcome of this review confirmed that in the main, the organisational structure was effective in the delivery of organisational objectives, with minor amendments proposed to enhance organisational collaboration and the efficient delivery of services.

## PROPOSAL

Minor amendments are proposed to the organisational structure, with key changes as follows:

- 1 A change in the reporting line for the General Counsel. Previously the General Counsel [and Legal team] reported to the Manager Governance and Customer Service. The senior staff position is now proposed to report directly to the Director Corporate Services. This reporting line creates a better structural fit and ensures the role of the General Counsel is appropriately recognised as a senior staff member of the organisation.
- 2 Retitling the Information and Improvement Division as the Information Management and Technology [IMT] Division and titling the senior staff role as the Chief Information Officer [CIO]. The IMT Team have recently been structured to bring IMT staff from across the organisation together into the one division and have responsibility for delivery of the IMT Strategy [one of the key resourcing strategies of the Community Strategic Plan]. The CIO senior staff title has previously been discussed with Councillors and better reflects contemporary naming conventions.
- 3 The removal of a vacant senior staff position [Manager Human Resources]. The organisation is suitably serviced by two people focussed Divisions being Organisational Development, and Safety and Workplace Services. These teams have existing experienced Managers in place who will continue to lead the teams but are not designated senior staff roles.,
- 4 Realignments within the Community Cultural and Economic Development Division, including elevation of media and communications to the Manager Community Cultural and Economic Development, enhanced focus on events, bringing together Community Development with Engagement and combining City Activation and Culture.
- 5 Realignment of the Corporate Strategy Team within the Finance Division to create synergy between corporate planning, budget development and reporting.

The above amendments are outlined in a Detailed Proposed Senior Staff Structure in Attachment 2.

## CONSULTATION AND COMMUNICATION

Discussion with Councillors has occurred regarding the changes proposed to the organisational structure.

The proposed structure has been trialled over the past few months with positive feedback received from staff.

It is noted that the fine detail of the organisational structure is subject to ongoing review and refinement to ensure the ongoing efficient and effective delivery of services to the community.

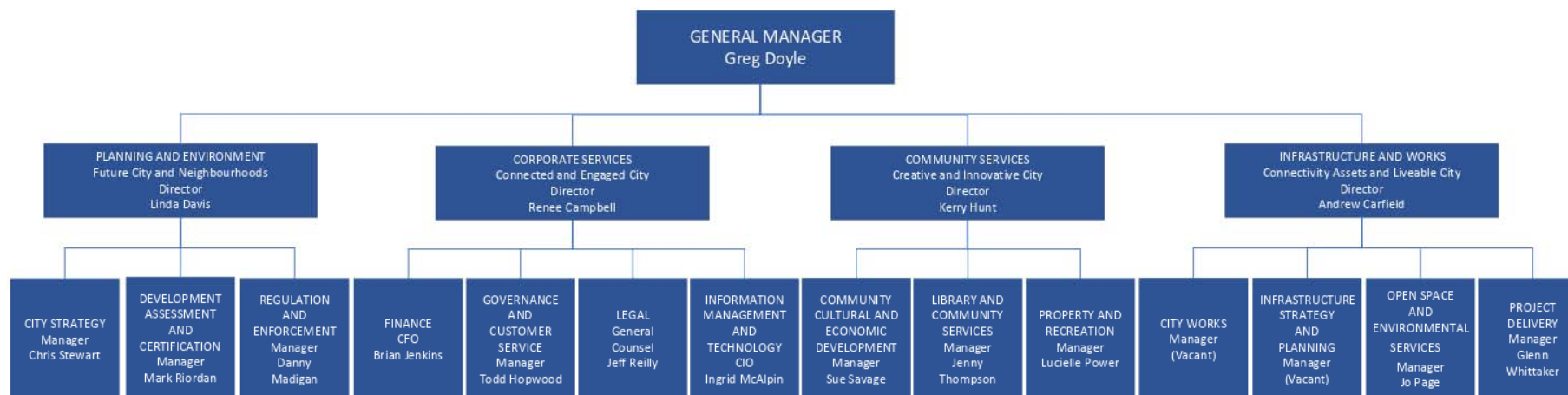
## FINANCIAL IMPLICATIONS

In addition to the Council determining the senior staff roles and reporting lines, Section 332 of the Act also requires the Council to determine the allocation of resources towards the employment of staff. These resources are set by the Council in the development and adoption of the Operational Plan and Budget, and the structure as proposed in this report is within the allocated resources.

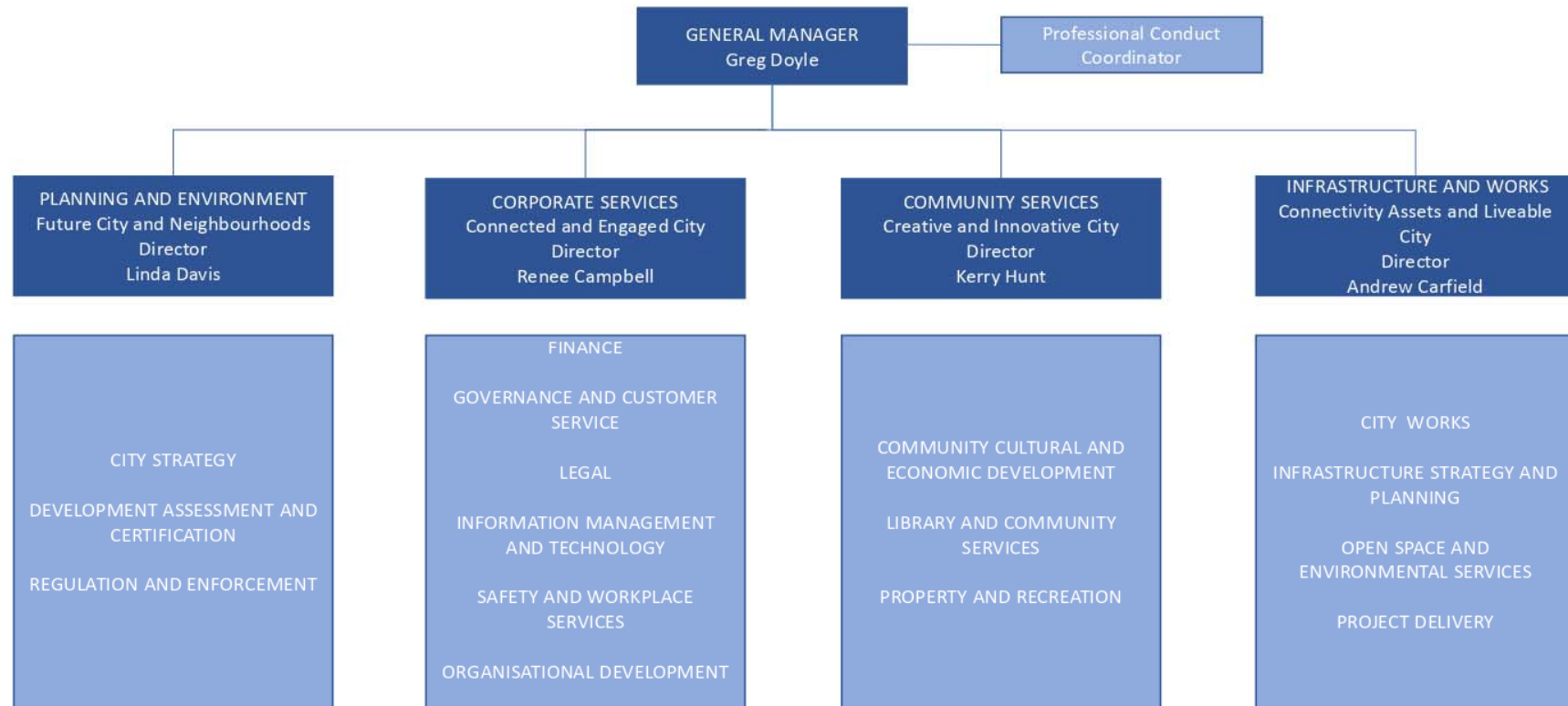
## CONCLUSION

This report recommends Council endorse the senior staff structure as proposed in Attachment 1. The structure proposes only minor amendments to that adopted by Council in May 2018, but will enhance the efficient and effective delivery of services to the community.

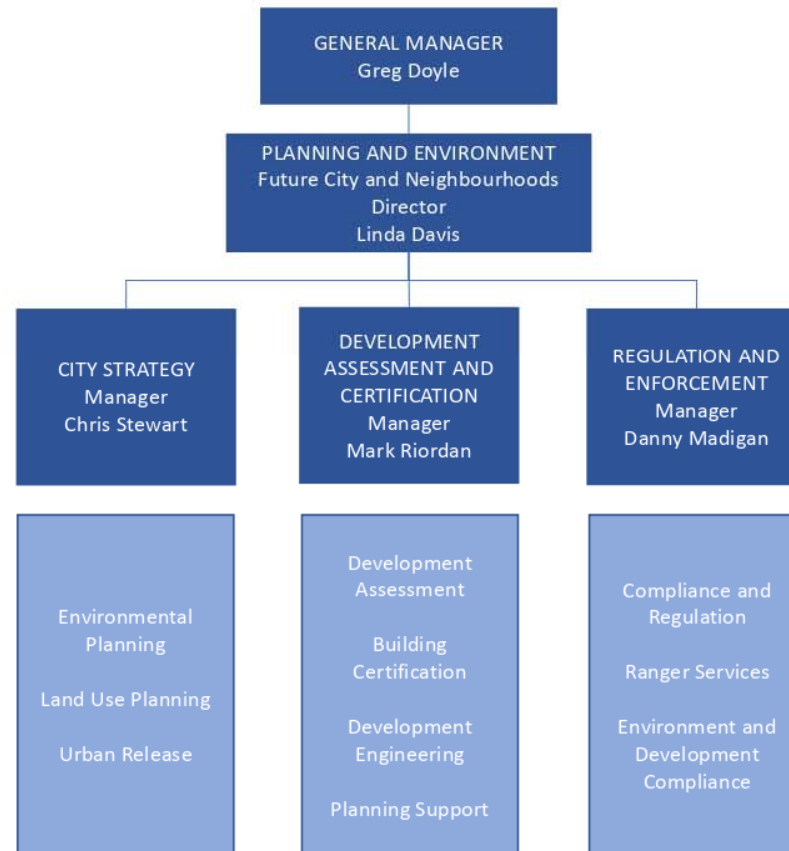
## SENIOR STAFF STRUCTURE



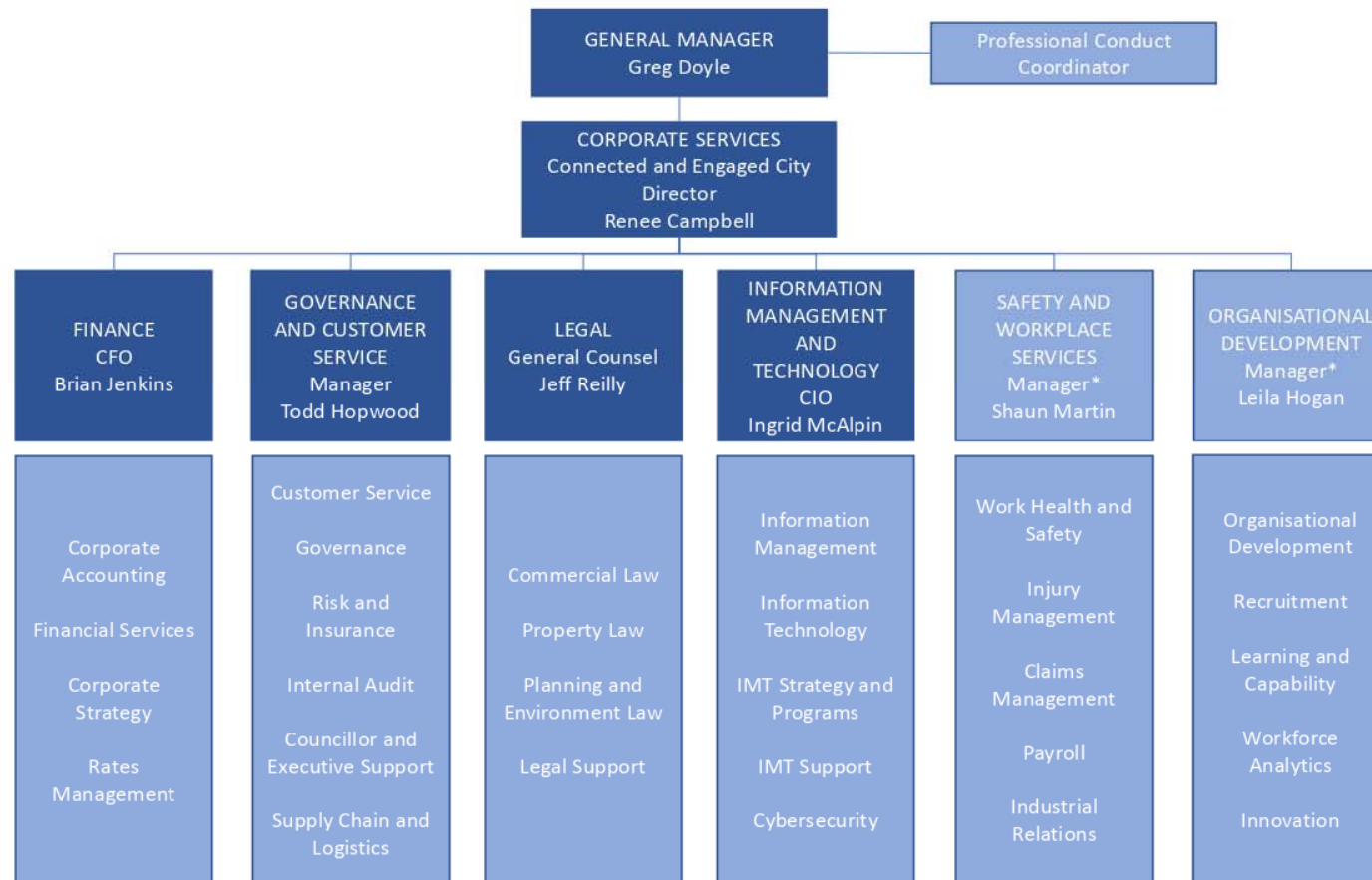
## ORGANISATIONAL STRUCTURE



## PLANNING AND ENVIRONMENT STRUCTURE

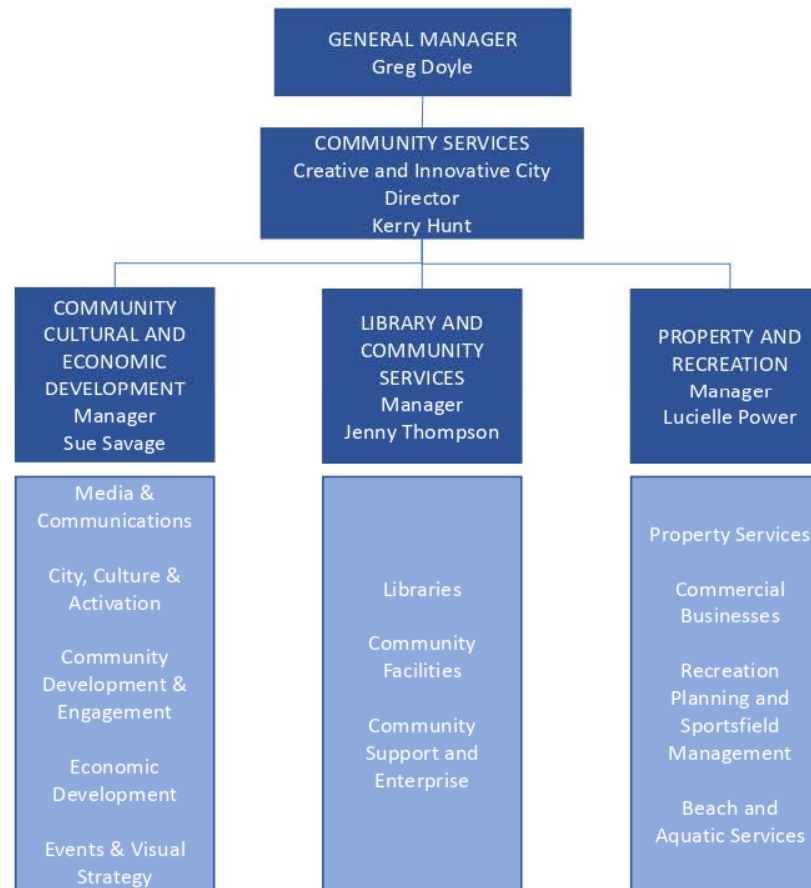


## CORPORATE SERVICES STRUCTURE



\* Denotes a non-senior staff role

## COMMUNITY SERVICES STRUCTURE



## INFRASTRUCTURE AND WORKS STRUCTURE

