

Summary of Recommendations: Report to CMT 1 March 2011

**Summary of Recommendations:**

- a) consider if the planning assumption of a 30% reduction in the cost and staffing of the Finance Function is an appropriate one
- b) note the report produced for the Finance Strategy Board
- c) consider the draft structure and resource allocation for Finance as shown at Appendix 3
- d) agree the indicative savings target put against each area of service within Finance
- e) agree the 'slots' for the role of Business Partner
- f) agree that BSS should have their own Business Partner
- g) consider the role of the Business Partner
- h) agree that we proceed as a matter of urgency to appointing to the top two tiers (ie all posts in Appendix 3), subject to agreeing 'how' with Amanda Beer
- i) agree that line management of the KASS Income & Assessment team be retained by the F&SC Business Partner for the next 12 months to 31 March 2012
- j) agree the timetable for progressing the restructure
- k) consider whether a further piece of work should be carried-out with a view to reducing the number of managers with budget responsibility
- l) note the risks associated with this proposal

## Timetable as per POSC 6 July 2011

### 5 TIMETABLE

The provisional timetable for the finance restructure is as follows:

- 1 July & 18 July 2011 secondments made to key posts in the structure and to the Oracle project team
- 1 – 31 July 2011 individuals notified of decisions re voluntary redundancy/early retirement
- 1 July – 30 Sept 2011 detailed work on resources required to support the new structure
- Oct / Nov 2011 reporting proposals to staff, Members and all affected parties
- 1 Nov 2011 90 day formal consultation with staff begins  
Job descriptions and person specifications to be finalised
- 1 Feb 2012 formal consultation period ends
- March 2012 appointments made to new structure
- 1 April 2012 new structure operational, interim structure to continue to maintain activities not yet fully supported by self service
- asap after April 2012 interim structure ends, restructure complete