

# SECTION H

## Boards of Council Officers

In November 2016, the Chief Executive made changes to the structure and makeup of Senior Officer Meetings to manage the business of the Council. The different meetings are described below and a chart illustrating their relationships is attached:

- The Executive Team consists of the Chief Executive, Deputy Chief Executive and Directors. This is the principal Officer meeting, responsible for the coordination of activity across the Officer Board Meetings landscape.
- The New Council Board consisting of the Chief Executive, Deputy Chief Executive and Directors. The New Council Board provides leadership and coordination on work within the council to implement the New Council.
- The Redesign Board consisting of all Assistant Directors. The Redesign Board provides a link between the New Council Board and the full range of change and improvement activities that relate to the delivery of New Council. The Board resolves individual and cross project issues and provides assurance to the New Council Board that proposals are robust and deliverable.
- The Management Planning Forum consists of the Chief Executive, Deputy Chief Executive, Strategic Directors and Service Directors. The Management Planning Forum facilitates collaboration on work undertaken collectively by Strategic Directors, Service Directors and other Senior Officers.
- The Council Manager Group consists of the Chief Executive, Deputy Chief Executive, Strategic Directors, Service Directors and all of the other senior managers (Grades 17-19) This is the forum for the sharing of information, including setting out key strategies to the Councils Senior Management Team
- Partnership Boards consist of Councillors, Strategic Directors, Service Directors and other Council Officers, working with senior representatives from the Councils Partner organisations. Partnership Boards coordinate the activities of the Council and Partners on cross cutting areas of work such as services for children and economic resilience.

The Chief Executive and Deputy Chief Executive sets the agendas for these meetings drawing on a forward programme of business that provides a core spine and constant reminder of the key items of management and strategic business that require attention by officers and elected members. These arrangements reflect the significant number of strategic issues which require input from more than one service or portfolio area. The forward programme of business combines work generated by Cabinet Members and their portfolio briefings with strategic work associated with the management of the Council's budget and workforce.

Each of the items in the forward programme is allocated to a Strategic Director or a Service Director to consider and develop. Some of these items may also require attention within some informal networks and working groups. Executive Team and Management Planning Forum are supported by such groups, comprising individual directors, assistant directors, and other officers as are necessary to discharge their business.

However, all significant recommendations for the change which the lead officers and/or groups do propose have to be referred to the Executive Team for consideration and approval.

The items and recommendations for action that require consideration or formal decisions are also shared with the Leader and Cabinet, Leaders, Overview and Scrutiny and Council, as appropriate