

# RESTRUCTURE REPORT

## Report of:

Director of Children's Services

Contact officer and telephone number: Bernadette Eugene-Charlery

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## Summary of Restructure

*In this section you need to outline the rationale for the restructure, the proposed timescales for the restructure, including the effective date, and the impact on services roles and posts. You should also attach copies of the organisational chart for the existing and proposed structure, which must include current grades and expected grades.*

*You will also need to detail the estimated redundancy compensation and other associated costs (pensions) as a result of the restructure, including how these costs will be met.*

It has come to light that the fixed term post of 3<sup>rd</sup> Sector Community Engagement Officer (PO1), which was originally created on a fixed term 6 months basis in 2021, remains in the Early Help Service structure.

Due to the nature of the ongoing contract, the service now needs to enter formal consultation with the postholder in regard to the deletion of the post and potential redundancy.

As the service understands it, the postholder's role evolved over time; most recently they have been picking up elements of an Early Help Family Hub Officer (SO1) role and elements of a Business Support Officer (Sc5) role. It is clear that the original function which the role served is no longer undertaken or required by the Early Help Service.

The service has met with the postholder informally to notify them of the situation and the need for formal proposals to be put forward for consultation to delete the original fixed term post.

All efforts will be made to redeploy and support the postholder to secure suitable alternative employment.

Recommendation:

**Delete x1 3<sup>rd</sup> Sector Community Engagement Officer (Fixed Term), PO1**

## Impact on Council Objectives

*In this section you must outline the impact of your proposal on the Council's objectives:*

- *Fairness for All*
- *Growth and Sustainability*
- *Strong Communities*

When did you consult with the Trade Unions? TBC

Date.....Contact Name.....

If this restructure report has been produced for the recruitment to a post(s), report authors should complete the [Authority to recruit](#) form. This should be completed in conjunction with the restructure

report and attached as an appendix/appendices to the report. The Authority to recruit will capture post and contract information. If you have any queries regarding the recruitment to the post(s), please contact recruitmentcentre@enfield.gov.uk

- Ahead of formal consultation with the postholder, consultation to take place with Trade Unions in accordance with statutory regulations and Council guidelines.
- Once the formal consultation process begins with the affected member of staff, colleagues will have 30 days to fully engage by responding to the proposals, seeking clarification as necessary, and providing welcomed feedback.
- The Council's Principles of Managing Reorganisations will be applied.
- The staff member at risk of redundancy will be invited to apply for any suitable vacancies arising across the Council as a redeployee. Early warning of redundancy will be issued to the affected member of staff at this stage.
- The member of staff will be advised of available support programmes which can be accessed via iLearn. Any additional measures of support that the member of staff feels they may benefit from can be explored with our HR link (Olga Philbrook).
- In the event that the member of staff is formally confirmed as displaced, they will then have additional rights and will be subject to matching to suitable posts arising via redeployment.
- Should redeployment prove unsuccessful, displaced staff with over 2 years' continuous service will be entitled to receive a redundancy payment in accordance with Council policy. Where the eligibility criteria is met, associated pensions related benefits may also be released.
- Prior to holding formal individual redundancy consultation meetings with affected staff, the redundancy payment approval form should be completed and signed off by the Director of the service and the Director of Finance, this is required before notice can be formally issued and any redundancy and associated relevant payments processed.
- Estimated cost of redundancy is £7,970.62. Capital cost for pension will need to be obtained from the Pensions Team.

Signed.....O. Philbrook..... Date.....24/10/23.....

**Financial Impact:** FCR must be consulted in all cases to verify the affordability of the proposed restructure and the redundancy and associated costs. FCR will also need to plan the changes that will need to be made to budgets.

Signed..... Date.....  
(Financial Accountant)

**This report must be signed by the Director before it is implemented**

Signed ..... Date .....  
(Director of Department)