
To: **Joint Committee**

On: **22nd June 2018**

Report by: Head of Planning and Housing, Renfrewshire Council

Heading: Park Staffing & Governance Update

1. Summary

- 1.1 This report seeks to update the Joint Committee on temporary alterations to the Park's staffing structure and amendments to the financial governance following the recent resignation of the Acting Park Manager.
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2. Recommendations

It is recommended that the Joint Committee:

- 2.1 Note the proposed alterations to the Staffing Structure for the park following the recent resignation of the Acting Park Manager, and the intention to appoint an Interim Park Co-ordinator;
- 2.2 Agree that the responsibility to sign off the financial statements for the audited accounts transfers from the Acting Park Manager to the Lead Officer at Renfrewshire Council.
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3. Background

- 3.1 Following the recent resignation of the Acting Park Manager it is recognised that a temporary arrangement needs to be set in place to ensure the ongoing delivery of the Park's operational and functional obligations.

- 3.2 This being the case, recognising that there is significant experience and knowledge of the operations of the Park within the existing staff, it is proposed that an Interim Park Coordinator will be appointed to lead staff and progress short term activities.
- 3.3 This position will initially be fixed term until end of March 2019 and the recruitment process will be open to applications from existing Park staff. This approach seeks to utilise existing Park resources and ensure a suitable staffing arrangement is in place for the park's operations
- 3.4 This alteration recognises that in recent years the Park's staff structure has adapted to meet operational needs and opportunities and that the role of the Park Manager has reduced whilst new staff joined the Park to deliver specific grant funded projects. This approach has enabled the Park to be successful in delivering its objectives whilst meeting budgetary pressures.

4 Financial Arrangements

- 4.1 The Local Authority Accounts (Scotland) Regulations 2014 require the Chief Officer of the Park Authority to sign off the audited financial statements, together with the Treasurer and Chairman, no later than 30 September each year. Following the departure of the Acting Park Manager, in order to ensure the regulations are adhered to, the responsibility to sign off the audited financial statements will transfer to the Lead Officer within Renfrewshire Council.

5 Next Steps

- 5.1 Whilst the appointment of an Interim Park Co-ordinator will ensure that arrangements are in place to deliver the ongoing operations of the Park, Members will be aware that a review of the Park's finances and governance is underway which may have implications on the structure of CMRP and the way it delivers services in the future.
- 5.2 The review will continue throughout 2018 in consultation with each of the constituent Councils, with preliminary findings expected by September 2018 in advance of a full report in early 2019.

Implications of the Report

- 1. **Financial** – The Interim Park Coordinator post will utilise existing financial resources
- 2. **HR & Organisational Development** – Staff restructure will have HR implications and early discussions have taken place with Renfrewshire Council HR Service.

3. **Legal** – none.
 4. **Property/Assets** – none
 5. **Information Technology** – none
 6. **Equality & Human Rights** -
 - (a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website
 7. **Health & Safety** – none
 8. **Procurement** – none
 9. **Risk** – none
 10. **Privacy Impact** – none
 11. **COSLA Policy Position** – none
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