

**REPORT TO:** POLICY AND RESOURCES COMMITTEE - 12 JANUARY 2009

**REPORT ON:** PLANNING & TRANSPORTATION DEPARTMENT (TRANSPORTATION DIVISION) - REVIEW OF ORGANISATIONAL STRUCTURE

**REPORT BY:** DIRECTOR OF PLANNING & TRANSPORTATION AND HEAD OF PERSONNEL

**REPORT NO:** 589-2008

## **1 PURPOSE OF REPORT**

1.1 This report proposes interim changes to the organisational structure of the Transportation Division within the Planning and Transportation Department, following a review by the Director of Planning and Transportation and the Assistant Chief Executive (Management).

## **2 RECOMMENDATION**

2.1 It is recommended that the Committee:

2.2 Approves the establishment of a post of Head of Transportation Grade CO27, £62,004 to be filled from within the Team Leaders posts in the Transportation Division.

2.3 Notes the Director of Planning and Transportation and Head of Personnel progress the undernoted establishment changes.

- a The establishment of a post of Assistant Head of Transportation Grade SCP 13, £38,605 to £42,193 to be filled from within the Team Leaders posts in the Transportation Division and the deletion of the resultant vacant Team Leader post, grade 12.
- b The deletion of a post of Senior Engineer Grade 11, £35,305 to £38,605 following the appointment of the vacant Team Leader post in the Network Management Team.
- c The deletion of the vacant post of Assistant Engineer Grade 3-9, £13,601 to £27,781 in the Transportation Team.
- d The establishment of a post of Senior Transport Officer Grade 11, £31,331 to £35,305 in the Sustainable Transport Team.

## **3 FINANCIAL IMPLICATIONS**

3.1 The proposed changes to the interim staffing structure will save £1,943 in 2008/09 , £7,559 in 2009/10 and £3,019 in future financial years when employees reach the top of their grades.

## **4 BACKGROUND**

4.1 The current staffing structure was approved by the Personnel and Management Services Committee on 10 March 2003 (Report 159-2003). The Department has faced many challenges in the period since then and has amended its staff structure on an ad hoc basis as required in order to meet those challenges.

4.2 The Scottish Government's Regional Transportation Initiative which was introduced in 2005 required the Department and Council to move towards the transfer of responsibilities for major transportation issues to TACTRAN (Tayside and Central Scotland Transport Partnership) and as a consequence postholders moved to TACTRAN and elsewhere and their posts were not filled.

- 4.3 It has become apparent that a transfer of responsibilities to RTPs as was originally anticipated will not now occur and the City Council will now require to re-establish some posts in order to properly fulfil its service delivery requirements in transportation. In particular, the management structure of the Transportation Division requires to be strengthened in order to meet its obligations and to be able to lead the Division through a significant period of change.
- 4.4 It is proposed therefore to re-establish the post of Head of Transportation and Assistant Head of Transportation, with the Assistant Head of Transportation post to be filled from one of the existing Team Leaders in the Transportation Division as an addition to their current responsibilities.
- 4.5 A post of Senior Transport Officer is also proposed to help deliver numerous Sustainable Transport remits which include liaison with the Regional Transportation Partnerships; management liaison with the Transport Operator Directorates; implementation of Quality Bus Partnerships, Bus Punctuality Improvement Partnerships, development of Staff Travel Plans, Integrated Ticketing Schemes, Marketing and the initiation, design and implementation of a Demand Responsive Transport Scheme.
- 4.6 Further adjustments to the staff structure are proposed in the Network Management Team with the deletion of a Senior Engineer post.

## **5 POLICY IMPLICATIONS**

- 5.1 This Report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. There are no major issues.

## **6 CONSULTATIONS**

- 6.1 The Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance), Head of Finance and Assistant Chief Executive (Community Planning) have been consulted and are in agreement with the contents of this report.

## **7 BACKGROUND PAPERS**

- 7.1 Report 159-2003 - 10 March 2003.

Mike Galloway  
Director of Planning & Transportation

Iain Martin  
Head of Personnel

**Appendix 1**

**PLANNING AND TRANSPORTATION**

**MANAGEMENT BOARD**







