



Revised Policy & Planning Structure

Committee Personnel

Date of meeting 26 August 2022

Date of report 16 August 2022

Report by Director of Finance & Corporate Support

1. Object of report

To advise members of the findings of a review of the Policy & Planning department, and inform members of a revised structure currently subject to consultation with the relevant Trade Union and affected staff.

2. Background

The Personnel Committee has received and approved a number of organisational structure reviews. While seeking to streamline the organisation, a key theme has also been to maintain and, where possible, improve levels of service with reduced resources. We also continue to review departments where we have identified increased development opportunities and funding and the restructure of the Policy & Planning department falls into that category.

3. Proposals

Following a review by the Head of Policy and Planning and discussion with the Strategy Group, the proposed new structure of the Policy & Planning department would increase the number of posts from 8 to 11, with the aim of addressing the following issues:

- Resource and skills gaps, additional workload and succession planning;
- Further Regional Transport Strategy (RTS) work including the delivery plan, sub-strategies, project and policy development;
- Strategic Transport Projects Review 2 project development, including work related to business cases for the Clyde Metro proposal;
- Active travel policy and projects, with Transport Scotland funding for this sector expected to rise significantly over next 2-3 years;
- Climate change, carbon management, environmental strategy and project development;
- Major planning and development proposals and master plans;
- Capital Programme project development; and
- Internal service reviews.

Consultation with the relevant trade union and affected staff has commenced and it is hoped that the proposals will result in:

- The creation of two distinct teams within the Policy & Planning department: Policy, Land-Use & Environment, and Strategy & Project Development;

- The creation of three new positions within the department: Principal Transport Planner, Environment Officer and Active Travel Officer for which SPT is exploring funding opportunities with Sustrans.

The current and proposed structures are attached at Appendices 1 and 2. The number of staff affected by these proposals is 7.

4. Conclusions

The proposed structure for the Policy & Planning department reflects the significant increase in workload expected over coming years and need for additional resource. Following the conclusion of the consultation with the relevant Trade Union and affected staff, an update will be brought to the next Committee to formally approve the adoption of the revised structure.

5. Committee action

The Committee is recommended to note this report.

6. Consequences

Policy consequences	<i>None directly.</i>
Legal consequences	<i>None directly.</i>
Financial consequences	<i>Increase in number of posts will have an impact on SPT's revenue budget.</i>
Personnel consequences	<i>A proposed increase in headcount and full compliance with all SPT reorganisation policies.</i>
Equalities consequences	<i>An Equalities Impact Assessment was carried out.</i>
Risk consequences	<i>None directly.</i>
Climate Change, Adaptation & Carbon Consequences	<i>The creation of an Environment Officer post will provide additional support for SPT's work in relation to climate change, adaptation and carbon management.</i>

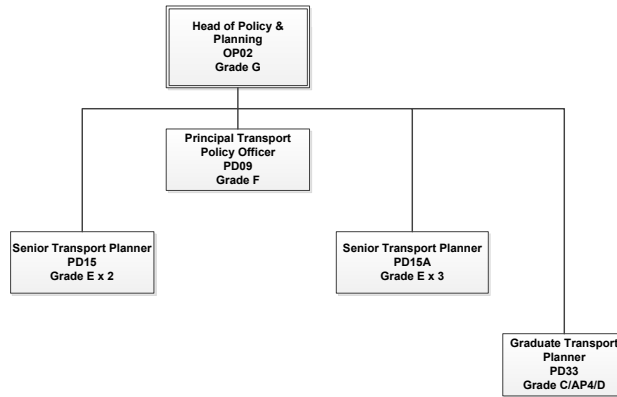
Name Neil Wylie
Title Director of Finance & Corporate Support

Name Valerie Davidson
Title Chief Executive

For further information, please contact *Neil Wylie, Director of Finance & Corporate Support, on 0141-333 3380 or Janice Morgan, Head of HR, on 0141-333 3414.*

APPENDIX 1

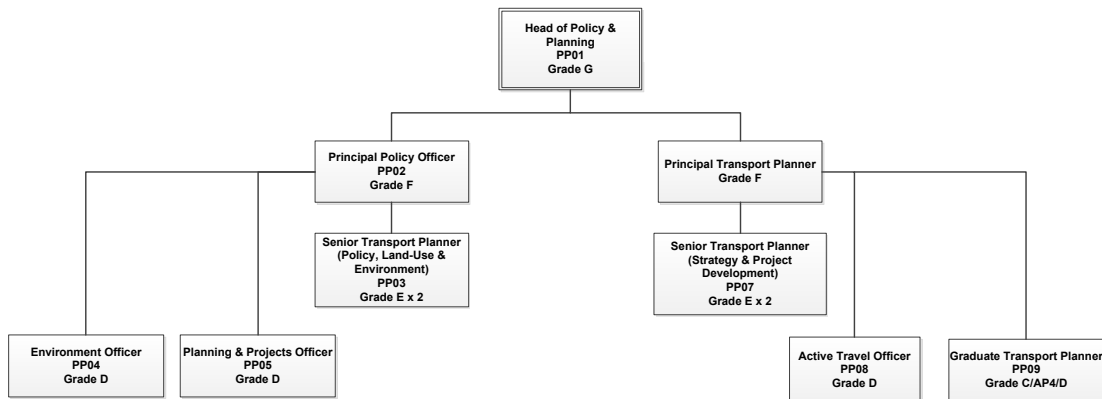
POLICY & PLANNING – CURRENT STRUCTURE



Total FTEs – 8
Occupancy – 7

APPENDIX 2

POLICY & PLANNING – PROPOSED STRUCTURE



Total FTEs – 11
Occupancy – 7