

Decision under Delegated Powers

Transfer of budget from M248 to M118 post

Officer Requesting the Decision

Sally Ramalho – Principal Officer – Customer Engagement & Older Peoples Services

Officer Making the Decision

Janet Glass – Head of Landlord Services

Recommendation:

To approve the:

- a) Transfer of all budget (10 hours) from Zero Hour Operator (M248) (Scale C) to Emergency Call Out Officer (M118) (Scale C), giving M118 a budget of 24 hours in total.
- b) Delete Zero Hour Operator (M248) from iTrent as this position is no longer required on the establishment.
- c) To change the job title to Lifeline Responder & Support Officer to better reflect the duties of the post.

Reasons:

- a) To enable recruitment to Lifeline emergency responder service
- b) To provide continuation of services to our elderly and vulnerable tenants receiving our emergency alarm service
- c) To provide extra resilience and support to our Lifeline Controllers & Lifeline officer

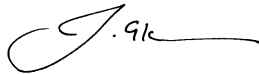
Authority for Decision:

Under Section 8 of Constitution the Head of Paid Service (Chief Executive) has delegated authority to agree changes to the establishment, within budget and without major operational disruption or interruption or services or involving a change from direct to indirect provision or vice versa or other policy implications.

This has been further sub-delegated by the Chief Executive to Strategic Directors/Heads of Service in certain circumstances (DD 002 021 refers). These proposals fall within the limit of the authority of the relevant Head of Service.

Decision and Date:

Approved.



Jan Glass, Head of Service
10th April 2024

Background:

Charnwood Borough Council delivers an emergency alarm service to around 550 elderly and vulnerable tenants living in its sheltered housing stock and around 935 private Lifeline customers. The responder service used to have 2 emergency on call responders who worked 7 hours per week each. Part of their role was to provide support and cover to the Lifeline controllers and Lifeline officers in the event of absences.

There are concerns that the level of cover for the Lifeline controllers has not always provided the resilience necessary which is a risk for the service. Post M248 was created with 10 hours for zero hours to provide extra cover. However, zero contracts are no longer an option and this budget has not been used and the post is vacant.

It is therefore requested that the budget M248 be moved to M118 allowing us to recruitment 24 hours of cover for the Lifeline service.

As the post provides cover for the Lifeline service in the office the job title should be changed to reflect this part of the role to Lifeline Responder & Support Officer.

Comments from HR

HR Advisor: Sally Dobrowolska, Senior HR Advisor – 21/03/24

HR seen recommendations (both draft and final, if amended):

HR agree to the recommendations set out within this delegated decision. Normal processes will apply when recruiting to the role and HR will be able to set up positions on iTrent, within budget.

Financial Implications

The existing budget covers the number of hours required. There are no extra budgetary requirements required.

Risk Management

No specific risks have been identified with this report.

Key Decision: No

Background Papers:

There are none.

