

Decision under Delegated Powers

Officer Requesting Decision:

Emma Moonlight – Resettlement Services Coordinator

Officer Making the Decision:

Katie Moore – Head of Strategic Housing

Recommendation:

That approval is given to change the job title of the Resettlement Worker to Refugee Resettlement Officer.

Reason:

Following a request from the Resettlement Workers, a Job Evaluation was held on 23rd March and the decision appealed on 16th May 2023. The outcome of the Job Evaluation Appeal was that the grade should remain at grade D, however the job description should be reviewed and updated to reflect the discussions held following the completion of the Job Description Questionnaire.

The Job Description has now been reviewed and updated to clarify the requirements of the role following the appeal.


The service has been renamed to Refugee Resettlement Services for clarity, and the role has been renamed accordingly.

There is no resulting change in salary grade for the post.

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:

Katie Moore
Head of Strategic Housing
22nd December 2023

Background:

Charnwood Borough Council is the lead authority on the VPRS, UKRS, ARAP and ACRS Resettlement Schemes for Leicestershire and Rutland. The Resettlement Worker role was introduced in 2019 to provide integration and orientation support for families and individuals resettled through the Schemes.

Summary of Advice Provided by HR:

HR: Nicola Ward (Assistant HR Adviser)

Following a Colleague-Initiated Job Evaluation earlier this year, amendments were made to the job description. It is understood that due to these amendments, and the title of the service area also being updated, the new job title will now be aligned with these updates.

Financial Implications:

No additional cost will be incurred as a result of this decision.

The post is in Cost Centre F313.

Risk Management:

No specific risks have been identified in connection with this decision.

Key Decision:

No

Background Papers:

DD0043 2023

