

TO: EMPLOYMENT COMMITTEE – 20th September 2005

SUBJECT: SUPPORTING PEOPLE SERVICES STAFFING STRUCTURE

FROM: HOUSING SERVICES

1. PURPOSE OF REPORT

- 1.1 To seek approval for a proposed revision to the staffing structure of the Supporting People Services team within Housing Services.

2. BACKGROUND

- 2.1 Members approved a new staffing structure for this service area, which comprises of the sheltered housing teams and the Warwick Response (formerly CCMS) Control Centre and response staff, in March 2005. A copy of that structure is attached as Appendix One.
- 2.2 The post of Warwick Response Manager is currently vacant. The last postholder resigned after a lengthy period of sick leave requiring the post to be covered by the use of temporary, interim, staff.
- 2.3 Having evaluated how the service operated in the absence of the postholder it is now proposed not to recruit a direct replacement and instead implement the revised structure attached as Appendix Two.
- 2.4 The Warwick Response Manager and Warwick Response Night Supervisor posts would be replaced by two Supervisors, one responsible for the Control Operators and Administrative Assistant and the other for the Response Officers. The postholders would be engaged as flexible contracts providing for the supervision of staff working day or night shifts.

3. POLICY AND BUDGET FRAMEWORK

- 3.1 The Supporting People Services teams deliver vital services to older people both in Warwick District Council housing and the wider community. The majority of these services are provided under Supporting People contracts. This is a key service area directly supporting a number of corporate objectives and commitments contained under the Housing Services Area Plan.
- 3.2 There is no adverse financial impact resulting from the proposed change. Whilst the new posts would require evaluation by the Hay Panel, they are broadly equivalent to the post of Supported Housing Co-Ordinator which has already been evaluated. The costs of two posts of this nature can be readily accumulated within existing budget.

4. **RECOMMENDATIONS**

- 4.1 Members approve the organisation chart set out at Appendix Two as the basis of the establishment for the service from 1st October 2005.

Bill Hunt
Head of Housing Services

BACKGROUND PAPERS

Employment Committee 16th March 2005 – Implementation of Single Status
for Housing Services

Areas in District Affected: All
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Key Decision: No

Included in Forward Plan: No
If Yes, method of consultation

For further information about this report please contact:

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BH/JB
08.09.05

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