

PERSONNEL COMMITTEE

JOINT REPORT OF THE DIRECTOR OF ENVIRONMENT & THE HEAD OF COMMUNITY CARE & HOUSING SERVICES - G.NUTT AND C.MARCHANT

2nd March 2015

SECTION B – MATTER FOR INFORMATION

WARDS AFFECTED: ALL

COMMUNITY MEALS SERVICE – TRANSFER OF STAFF FROM ENVIRONMENT DIRECTORATE TO SOCIAL SERVICE HEALTH AND HOUSING DIRECTORATE

1. Purpose of Report

The purpose of this report is to inform Members of the decision to transfer the Community Meals workforce across from Property and Regeneration within the Environment Directorate to Community Care and Housing Services within the Social Services Health and Housing Directorate.

2. Introduction and Background

Modernising the way we deliver the Community Meal Service forms part of the Transforming Adult Social Care programme (TASC), and it is essential that the Council takes the right steps to continue to offer service users a community meals service that is economically sustainable.

On 31st October 2014, Social Care, Health and Housing Scrutiny Committee scrutinised the proposal to transfer the community meals workforce from the Environment Directorate to be managed as part of the Direct Services function within Community Care and Housing Services. This proposal was developed in order to make the necessary savings identified in the Forward Financial Plan, as it would make a significant saving in relation to management costs. The staff transfer is cost neutral and does not create any savings.

The community meals workforce consist of eleven (Grade 3) community meals operatives (total of 160.5 hours per week).

3. **Staff Engagement and Feedback**

This proposal was subject to a 45-day consultation period involving the Community Meals Staff, Trade Unions, Human Resources, the Operational Manager (Environment) and the Principal Officer Direct Services (Community Care & Housing Services). The consultation was held between Monday 10th November and Wednesday 24th December in accordance with the Council's Management of Change in Partnership Policy and in consultation with the Trade Unions.

As part of this process a consultation event was held with staff on Tuesday 11th November 2014 and the Operational Managers and HR Officers were readily available to meet with staff affected by these proposals on an individual basis on request.

No issues or objections were raised during this process and the community meals employees are comfortable with the proposal to transfer to Community Care and Housing Services. Additionally, no objections have been received from Trade Unions, who support the transfer.

4. **Staff Transfer arrangements**

There is no physical change of post location; the only change is that the community meals employees will now report to the Principal Officer Direct Services, Community Care and Housing Services.

Therefore, the Officer with Delegated Authority has resolved that the staff will transfer on March 3rd 2015 to facilitate the timely implementation of this service change.

5. **Recommendation**

It is recommended that Members note the transfer of Community Meals Staff from Environment Directorate to Community Care and Housing Services on March 3rd 2015, which presents the best solution for the community meals service, in light of the savings identified in the Forward Financial Plan.

6. **List of Background Papers**

None

7. **Officer Contact**

Claire Marchant, Head of Community Care and Housing

Email: c.marchant@npt.gov.uk

Tel: 01639 863684

Gareth Nutt, Director of Environment

Email: g.nutt@npt.gov.uk

Tel: 01639 686668