

# NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

## PERSONNEL COMMITTEE

22<sup>nd</sup> February 2016

Director of Social Services – Nick Jarman

### Matter for Decision

**Wards Affected:** all wards

### Creation of a Caretaker post at Trem-y-mor Respite Centre

#### 1. Purpose of Report

To seek members' approval to establish the post of 37 hours Caretaker/Domestic Grade 3 (JEID 3605) at Trem Y Mor Respite Service.

#### 2. Background

The Trem y Mor Respite service has been operational since April 2014 and is a brand new purpose built facility within Community Care. There is currently no caretaker post in the unit. This position would greatly benefit the unit due its size and would meet the building maintenance requirements in the building. The post holder would also undertake general maintenance work at two other Special Needs Day Services comprising of; Brynamlwg in Port Talbot and Abbey View in Neath Abbey.

#### 3. Workforce Impact

There are no workforce impacts in relation to this proposal

#### 4. **Financial Impact**

The funding for this post will be met from within the existing budget as savings have been made from the amalgamation of the Respite Service and the Day Service.

The financial appraisal is attached as Appendix 3.

#### 5. **Workforce Impacts**

There are no workforce impacts as a result of this proposal.

#### 6. **Legal Impacts**

There are no associated legal implications.

#### 7. **Risk Management**

There are no associated risks with this proposal.

#### 8. **Consultation**

There is no requirement under the Constitution for external consultation on this item.

#### 9. **Recommendations**

It is **RECOMMENDED** that Members **APPROVE** the establishment the post of Caretaker/Domestic Grade 3 at Trem Y Mor (37 hours per week)

**FOR DECISION.**

#### 10. **Reasons for Proposed Decision**

To ensure the effective building maintenance requirements of Trem-y-mor Respite Centre.

#### 11. **Implementation of Decision**

The decision is for immediate implementation.

## **12. Appendices**

Appendix 1 – Structure Chart

Appendix 2 – Financial Appraisal

## **13. List of Background Papers**

None

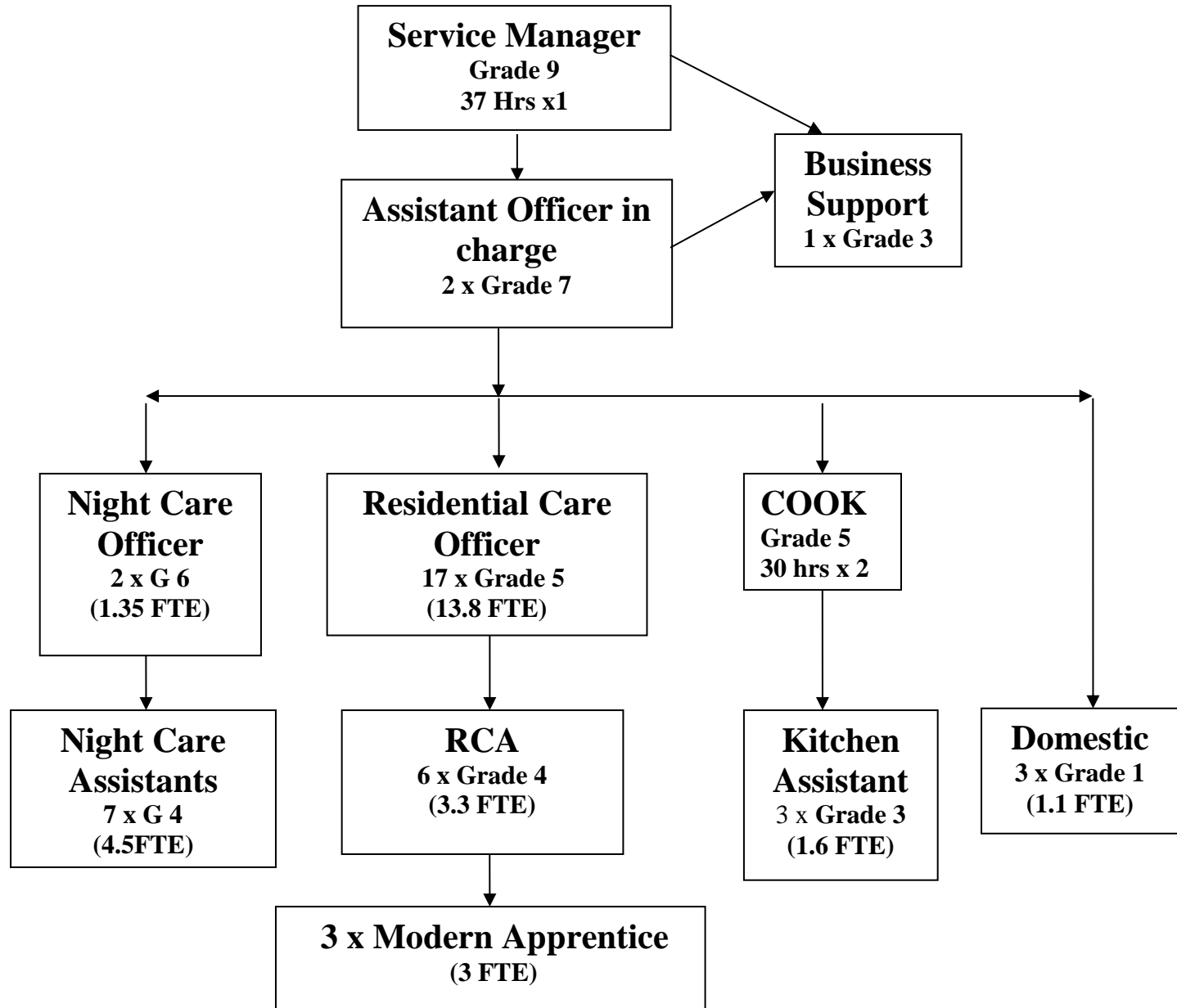
## **14. Officer Contact**

Mike Jones, Principal Officer, Direct Services

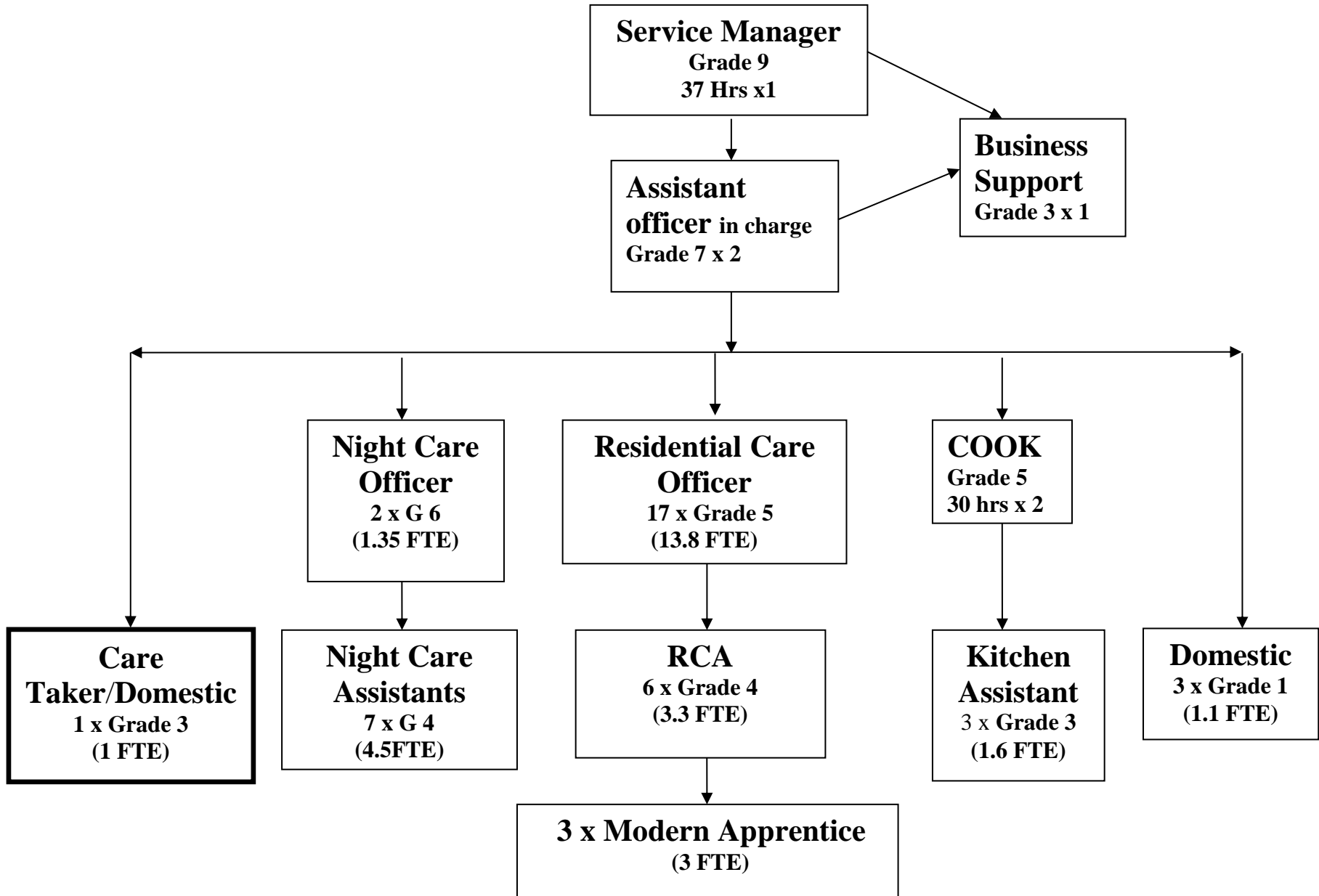
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**Trem Y Mor Respite Existing**



**Trem Y Mor Respite Proposed**



Appendix 2 – Financial Appraisal

| POST/<br><br>POSTHOLDER | PROPOSED CHANGE<br><br>(New Post/Delete/Regrade etc) | PAY SCALES |                  | ANNUAL<br>COS<br>TS            | ANNUAL<br>COST<br>S |
|-------------------------|--|------------|------------------|--------------------------------|---------------------|
|                         |  | Current    | Prop<br>ose<br>d | Current<br>Spin<br>al<br>point | Maximum             |
| Caretaker/Domestic      | New Post   | -          | Grade 3          | 20,485                         | 21,945              |
|                         |  |            |                  |                                |                     |
| <b>TOTAL</b>            |  |            |                  | 20,485                         | 21,945              |