

## INDEPENDENT REVIEW OF RETIREMENT LIVING SERVICE

### 1. Purpose of report

To seek Committee approval to implement the recommendation of Housing Committee to develop a new approach to delivering the Retirement Living Service (RLS).

### 2. Background

Following an independent review by HQN three potential models for future delivery of the current retirement living service were considered and following a Housing Committee decision in January 2018, subjected to consultation with residents. The Housing Committee considered the results of the consultation and unanimously supported the recommended option put forward in a report to the Committee on 6 June 2018. The link to the full report can be found here:

<https://www.broxtowe.gov.uk/media/4782/housing-committee-agenda-6-june-2018.pdf>

### 3. Detail

New service overview:

- Retain the existing number of 22 FTE employees in post, (subject to two VR requests to be approved when information has been received from the Pensions Authority.). This is 8 more FTEs than was recommended in Option 1 of the HQN report and 17 more FTEs than was recommended in Option 2)
- Reduce the number of team leaders from three to two (subject to one VR request in due course.)
- Introduce 4 new specialist roles; 2 Activity Co-ordinators, 1 Lifeline Co-ordinator and 1 Facilities Co-ordinator (who will be based within Housing Repairs). These additional roles will allow a more consistent provision of activities for residents and enable Independent coordinator to have a greater focus on the support needs of residents
- Small caseload of approx. 67 enabling a focus on personal contact
- A personalised needs assessment and action plan which is flexible and tailored to the individual resident.

The existing and proposed staffing structures can be found in appendix 2. Job descriptions for the new roles have been subjected to job evaluation and the financial implications are based on the results. Employees and Unions were consulted and involved with the development of the new job descriptions and are supportive of the proposed changes.

### 4. Financial implications

The financial implications are included at appendix 1.

## Recommendation

**The Committee is asked to RESOLVE that the proposed new Independent living structure set out in appendix 2 be approved.**

### Background papers

HQN report, Results of consultation.

**APPENDIX 1**

Financial implications

The pay and associated costs of the proposed ILS structure (at grade maximum) are estimated to be £710,816 per annum. When compared with the estimated costs of the present arrangements (again at grade maximum) of £915,067 this would produce a saving of £204,251 per annum.

These costs are based upon the grades shown and take no account of any one-off or other costs that may be necessary in the transition to the new structure.

Any agreed changes to the present Retirement Living Service structure would require appropriate changes to budgets.