Directorate	Service	Team	OOH Provision	Provision	Function	How many on Rota	Outline Qualifications / Requirement for rota	Hours covered		Working as Shift / Standby / Other	Payment	Officer Annual Cost	If no payments are there alternative recompense arrangements	Notes
People	Adult Social Care	Management Team	Yes	Senior Manager on call	Provide senior management support to the Social Workers in the hospitals over the week/ weekend.			Normal working hours Mon - Thurs 08:30 - 17:00 & Friday 08:30 - 16:30 Saturday & Sunday 08:30 - 17:00	Monday - Sunday (1 full week)	Standby	Payment only for a weekend or bank holiday (£25 a day for a Saturday or Sunday, £50 a day for a bank holiday)	£3,000	No	
People	Adult Social Care	Responsive Care Providers	Yes	Emergency Duty Officer	To provide management support to the 3 care homes and Reablement outside of normal office hours		Managers of the care homes, Shared Lives, Reablement and some of the Resource Centres Good working knowledge of services they are covering Good working knowledge about emergency	17:00 to 08:30hrs Mon- Fri	Start Friday 16:30hrs - handover following Friday from 08:30hrs (1 full week)	Standby	SCP 37 (12 units) based on JD and JE 3 additional units for Public Holidays	£18,000	No	
People	Education		Yes	Via Emergency Duty Team Contract	Any schools related issues		response  Senior officers or specific roles (Educational Psychology etc.)	As per Emergency Planning		Specialist on rota with back up senior officers via a priority list	Via EDT contract		N/A	
People	Children Family Services		Yes	Via Emergency Duty Team Contract	Any child critical issues			As per Emergency Planning		Specialist on rota with back up senior officers via a priority list	Via EDT contract		N/A	
People	Children Family Services		Yes	Service Manager	To act as a Local Authority point of contact and decision maker for the Berkshire Emergency Duty Team covering Children's Services out of hours	5		16:30hrs Fri to 08:30hrs Mon, 17:00 to 08:30hrs Mon- Fri and Public Holidays	Start Friday 16:30hrs	Standby	Honorarium			The support provided to families in crisis out of hours is delivered by a shared service across all six Berkshire authorities and is hosted by Bracknell Forest
People	Adult Social Care	ASC	EDT	ASC staff	Out of hours function for Adult Social Care			Monday - Thursday 5pm to 8.30 am Friday 4.30 pm through to Monday 8.30 am		EDS contract				Council
People	Communities &	Leisure	Yes	Via Contractor	Anything associated with Leisure	N/A	Leisure centre management staff	Itillough to Monday 6.50 am		Council staff as needed			N/A	
People		ВСТ	No	N/A	Centres N/A	N/A	Council staff management N/A	N/A	N/A	available on best efforts N/A	N/A	N/A	N/A	
Place	Wellbeing Development & Regulation	Emergency Planning	Yes	Emergency Duty Officer	To initiate the coordination of any major incident across the Council  Be the Point of contact for any calls not covered in the manual  To manage and liaise with other responders		Senior and Experienced Officer  At least a year within the Council with good working knowledge of services  Good working knowledge about emergency response  Attendance at training and exercises  Attendance at Quarterly EDO meetings		Start Friday 16:30hrs - handover following Friday from 08:30hrs (1 full week)	Standby	SCP 37 (12 units) based on JD and JE 3 additional units for Public Holidays	£18,000	No	
Place	Environment	Transport & Parking		Emergency Duty Officers  Fire Alarm standby	To initiate the coordination of any major incident across the Council  Be the Point of contact for any calls if Transport support is required.  To respond to fire alarms at 3 multi-	3	Senior and Experienced Officer (Bronze Commander Paul Hyde)  At least a year within the Council with good working knowledge of services  Good working knowledge about emergency response  Attendance at training and exercises  Attendance at Quarterly EDO meetings  Live within a 20 minute drive of Newbury town	17:30 to 06:30hrs Mon to Mon. and Public Holidays	handover following Monday at 06:30hrs (1 full week)	Standby	£163.97.	£8,526.44	No	
Place	Environment	Transport & Parking	165	i ile Alaitti Statiuby	storey car parks in Newbury		Centre  At least a year within the Council and proven reliability  Good working knowledge about emergency response in car parks including up to date Fire Awareness training  Key holder trained in correct procedure for opening and closing the car parks		1 full week per person (7 nights) Handover on a Friday	осаниру	£10 per night (Note:- This is subject to imminent change)	£3,650.00		
Place	Environment	Highways	Yes	Duty Highways Officer	Be the point of contact to respond to any Highways issues /queries not covered in the Manual	4	Highways specialisms, experience and Training	As per Emergency Planning	Change over on Mondays	Standby	£187.77	£9,764.04		
	Favirana ant	Highways	Yes	Duty Winter Services	To monitor weather and road conditions		Highways specialisms, experience and Training	As per Emergency Planning	Change over on Mondays	Standby	£187.77	£4,882.02	1	1
Place	Environment			Officer	and trigger the deployment of 'gritters' etc		Trailing							
	Development & Regulation		Partially	Officer N/A	etc  N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	

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Place		Economy	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	Regulation													
Resources	Finance	Facilities	Yes	Duty Facilities officer	To respond to issues relating to the	3	Live within a 20 minute drive of Newbury town	24/7 365 days of the year.	Change over on Mondays	Standby	1/6th hourly rate per	Varies		
					corporate buildings		Centre				hour			
							At least a year within the Council and proven							
							reliability							
							Proven experience in Fire & intruder alarms.							
							Ability to make safe across all electrical and							
							mechanical trades. Especially in power							
							disruptions. Must be							
							a registered key holder with both the police							
							and fine complete							
Resources	0,	Communications	Partially	Communications and	To communicate with residents in	3	Not specified but typically:		Variable depending on need	Standby put in place as and	Pre-arranged standby	Varies	No.	
	Governance			Marketing Officers /	relation to urgent out-of-hours issues.					when necessary, otherwise best	- standard standby			
				Communications Team			Communications and Marketing Officer or	office hours.	to pre-arranged standby.	endeavours within the team.	rate.			
				Manager.	To provide advice and support to		Communications Team Manager.							
					officers dealing with critical or major		E							
					issues.		Experience of working with the media.							
							Good working knowledge of the Council and							
							its services.							
							Access to Council's social media and media							
Resources	Strategy &	Customer Services	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Resources	Strategy &	HR	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Resources	Commissioning		No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Resources	Strategy &	Performance,	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	Governance	Research and Risk												
Resources	Strategy &	Legal	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	