

# DUNDEE CITY COUNCIL

**REPORT TO:** Social Work Committee - 19 June 2000  
Personnel and Management Services Committee - 19 June 2000

**REPORT ON:** Social Work Department - Blackshade Child and Family Centre - Staffing Structure

**REPORT BY:** Director of Social Work and Director of Personnel and Management Services

**REPORT NO:** 347-2000

## 1 PURPOSE OF REPORT

1.1 The purpose of this report is to outline the staffing implications arising from the decision made at the Policy and Resources Committee meeting on 9 March 2000 to rationalise the staffing establishment at Blackshade Child and Family Centre in anticipation of the proposed relocation of services to Ardler Primary School in August 2000.

## 2 RECOMMENDATIONS

- 2.1 It is recommended that the Social Work Committee approves the contents of this report.
- 2.2 It is recommended that the Personnel and Management Services Committee approves the deletion of the following posts:-
- 2.2.1 1 full time and 1 part time post of Assistant Centre Worker, graded SCP12-18, £11,685 - £13,305;
- 2.2.2 1 part time post of Cook, MW3, £4.68 per hour;
- 2.2.3 1 one full time and 1 part time post of Domestic Assistant, MW1, £4.37 per hour.

## 3 FINANCIAL IMPLICATIONS

3.1 It is anticipated that the relocation of social work and education services within Ardler Primary School will result in revenue savings of £44,000 in 2000/2001 and £66,000 in a full financial year. This includes property and staff savings (as per Report No. 203/2000). The Social Work Department revenue budget 2000/01 has been adjusted accordingly.

#### **4 PROPERTY IMPLICATIONS**

- 4.1 Alterations and adaptations to the Ardler Primary School building are currently being undertaken, to provide suitable accommodation for the relocated child and family centre services. This work includes the formation of appropriate play and groupwork areas, office accommodation, toilet facilities and other associated provision. The nursery school and child and family centre staff will use the total accommodation provided within the new early years and family support wing of Ardler Primary School flexibly, and will share the use of some facilities, such as the snack preparation area and laundry provision. The parents of children receiving pre school education will have access to the parent and family support provision on offer within the building.

#### **5 LOCAL AGENDA 21 IMPLICATIONS**

- 5.1 The integration of early years and family support services in the Ardler area will strengthen existing services, will better meet the all round needs of children and their families and will promote social inclusion.

#### **6 EQUAL OPPORTUNITIES IMPLICATIONS**

- 6.1 It is anticipated that the integration of child and family centre services with pre school nursery provision on a primary school site will improve accessibility to high quality family support services for children in need and their families in the Ardler area.

#### **7 BACKGROUND**

- 7.1 Approval has already been given to relocate Blackshade Child and Family Centre and Ardler Nursery School into Ardler Primary School in August 2000 (see Report Nos. 572/1999, 779/1999 and 203/2000). In accordance with the area regeneration plans outlined in the Ardler New Housing Partnership proposals, the site currently occupied by Blackshade child and family centre has been approved for redevelopment. This requires the relocation of child and family centre services to an alternative site within the Ardler area.
- 7.2 The consideration of the options available for the relocation of Blackshade Child and Family Centre coincided with a review being undertaken of pre school nursery and child and family centre provision in the Ardler area and with the drive to adopt a more integrated approach to the delivery of services to young children and their families in Dundee. It is consistent with this strategy that Blackshade Child and Family Centre be relocated with Ardler Nursery School within Ardler Primary School.
- 7.3 It is relevant to note, however, that demographic changes in the Ardler area have, in recent years, resulted in some fall in demand for child and family centre services. In March 2000, the number of children receiving a sessional care service at Blackshade Child and Family Centre was 25, as compared with 29 in January 1999 and 36 in March 1997.

- 7.4 The fall in the level of need in the Ardler area has required a review to be undertaken of the size of the Assistant Centre Worker team who currently provide family support services from Blackshade Child and Family Centre. It is proposed that there be a reduction of the staffing establishment for the team from 6.5 FTE to 5.0 FTE Assistant Centre Worker posts, although the current establishment of 1 FTE Centre Manager and 2 FTE Centre Workers will be retained, in order to provide appropriate management and support for the staff team.
- 7.5 In Blackshade Child and Family Centre, catering and domestic services are currently provided through 0.5 FTE Cook and 1.7 FTE Domestic Assistant posts. Upon relocation to Ardler Primary School, these posts will no longer be required, as it is proposed that the current catering and domestic services provided within the school be extended to cover the new early years and family support wing from August 2000.
- 7.6 The relocation of Blackshade Child and Family Centre and the refocusing of staffing resources will improve access and continuity for pre school and primary school aged children and their families in the use of the range of care and educational facilities provided and will promote a more integrated approach towards the provision of early years and family support services in Ardler. It will rationalise and make best use of staffing and building based resources in Ardler Primary School.

## 8 **IMPLICATIONS FOR STAFF**

- 8.1 The current and proposed staffing establishment of Blackshade Child and Family Centre is shown in the attached staffing appendix.
- 8.2 1.5 FTE Assistant Centre Worker posts are vacant and no redeployment is necessary.
- 8.3 The existing Cook postholder will be redeployed to a vacant Cook 3 post, or similar, in the Social Work Department.
- 8.4 Two existing Domestic Assistants will be redeployed to vacant Domestic Assistant posts, or similar, in the Social Work Department.

## 9 **PROPOSALS**

- 9.1 The proposed relocation of Blackshade Child and Family Centre, together with the reduced level of demand for child and family centre services in the Ardler area, has led to the need for a review of the staffing and operational arrangements for the service to be provided from August 2000. A rationalisation of the current staffing levels is proposed to promote a closer match between child and family centre staffing resources and local need and demand for services in the Ardler area.

## 10 **CONSULTATION**

- 10.1 This report has been the subject of consultation with the Director of Education, Director of Finance, Director of Support Services, Director of Housing and Director of Economic Development. Consultation has also taken place with the staff groups at Blackshade Child and Family Centre, Ardler Nursery School and Ardler Primary School on the implications of this proposal.

Formal consultation with parents on the relocation of Ardler Nursery School into Ardler Primary School has already been completed, with no adverse parental comment. Consultation on the proposed relocation of Blackshade Child and Family Centre into Ardler Primary School has also been undertaken, the response from the parents of children currently receiving a service at Blackshade has been positive.

The trade unions have also been consulted.

**11 BACKGROUND PAPERS**

11.1 No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing this report.

**12 SIGNATURE**

J. Roberts  
Director of Social Work .....

Date .....

J.C. Petrie  
Director of Personnel and Management Services .....

Date .....

## Staffing Appendix

**STAFFING ESTABLISHMENT****BLACKSHADE CHILD AND FAMILY CENTRE STAFFING ESTABLISHMENT**

<b>FTE</b>	<b>Current</b>		<b>Proposed</b>	
1	Manager	PO1-4	1	PO1-4
2	Centre Worker	SCP27-35	2	SCP27-35
6.5	Assistant Centre Worker	SCP12-18	5	SCP12-18
0.5	Cook 3	MW3	-	-
<u>1.7</u>	Domestic Assistant	MW1	-	-
<u>11.7</u>			<u>8</u>	