

**REPORT TO: DUNDEE CITY COUNCIL EDUCATION COMMITTEE – 16 JUNE 2003**

**REPORT ON: SUPPORT TO THE INFRASTRUCTURE OF DUNDEE OUT OF SCHOOL CARE NETWORK**

**REPORT BY: DIRECTOR OF EDUCATION**

**REPORT NO: 416-2003**

**1.0 PURPOSE OF REPORT**

1.1 This report seeks approval to set up a nine month pilot initiative starting July 2003, to support the infrastructure of Out of School Care in Dundee.

**2.0 RECOMMENDATIONS**

2.1 It is recommended that the Education Committee approve proposals to provide business support to Out of School Care Clubs and their Management Committees.

**3.0 FINANCIAL IMPLICATIONS**

3.1 The full cost of this proposal will be £9633 in the financial year 2003/2004. This will be met from the Childcare Strategy (Infrastructure) funding made available to local authorities by the Scottish Executive. Appendix 1 details how this funding will be allocated.

**4.0 LOCAL AGENDA 21 IMPLICATIONS**

4.1 This funding will support and improve access to services, skills and knowledge needed to enable everyone to play a full part in society.

**5.0 EQUAL OPPORTUNITIES IMPLICATIONS**

5.1 These proposals will enhance choice and diversity in childcare and family support provision in Dundee and will further strengthen partnership with the voluntary sector.

**6.0 BACKGROUND AND RATIONALE**

6.1 The Government is committed to an expansion of high quality childcare services to support parents in employment or training. An additional emphasis is on establishing partnership approaches across the public, voluntary and private sectors to the provision of services.

6.2 There are currently 16 Out of School Care Club in Dundee with another 2 due to open. All clubs are members of Dundee Out of School Care Network which is a fully constituted and well established group. Dundee Out of School Care Network meets monthly and offers an arena for member clubs to share ideas and support and keep abreast of local and national developments.

6.3 Out of School Care Clubs are reliant upon voluntary parent management committee members to carry out the administrative and managerial tasks involved with running Out of School Care Clubs. This can be very burdensome for parents in addition to

their family and work commitments. In recent years committees have sourced a range of additional support incurring significant additional expenditure within tight financial constraints. In addition there is some evidence that improved business advice could increase the efficiency, profitability and sustainability of Clubs.

- 6.4 A new report "School's Out- Framework for Development of Out of School Care" published by the Scottish Executive in April 2003 sets out four key recommendations for local authorities to support the ongoing development of out of school care. These are listed in Appendix 2 of this report. The proposals contained within this Committee Report will support the delivery of these recommendations.
- 6.5 Payroll support to five Out of School Care Clubs was made available from July 2001 by the Under 12's Project as part of their commitment to strengthening support available to Clubs.
- 6.6 The Under 12's Project is a voluntary organisation, formed in October 1998 as an amalgamation of Rainbow House Community Association and One Parent Families Scotland's Cherry Drop Out of School Care Club. It became wholly locally managed in April 2000. The Project caters primarily for families with children under 12 years of age who live in the Mid Craigie and Linlathen areas of Dundee and their environs and who are in the catchment area for Mid Craigie, Mossgiel and St. Vincent's Primary Schools. The payroll support service offered to clubs has proved to be invaluable.

## **7.0 PROPOSAL**

- 7.1 It is proposed that the payroll services provided by the Under 12's Project be continued and further developed to allow up to 10 clubs to access the service.
- 7.2 It is further proposed that funding is made available to Dundee Out of School Care Network to employ a Business Advisor who would work with clubs in Dundee. The Business Advisor would offer advice, support and guidance on issues such as employment law, financial systems, personnel issues and would also provide a hotline service.
- 7.3 The Business Advisor will be employed by Dundee Out of School Care Network and will work in close partnership with the local authorities Out of School Care Coordinator to support the Out of School Care Club's ongoing commitment to continuous quality improvement.

## **8.0 CONSULTATION**

- 8.1 This report has been the subject of consultation with the Chief Executive, the Directors of Social Work, Support Services, Finance and Neighbourhood Resources and Development.

## **9.0 BACKGROUND PAPERS**

- 9.1 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 the above Report

**ANNE WILSON**  
Director of Education  
29<sup>th</sup> May 2003

## SUPPORT TO THE INFRASTRUCTURE OF DUNDEE OUT OF SCHOOL CARE NETWORK

### Appendix 1 Financial Outline

#### Payroll Support

Wages 3hrs/week x 48 weeks @ £10.00	1440.00
Preparation of end of year returns for up to 10 clubs	600.00
Stationery/ photocopying/postage for up to 10 clubs	850.00
Sage for up to 10 clubs	1263.00
Telephone costs	50.00
Travel to clubs	30.00

#### Business Advisor

20 hours per month £30/hour for 9 months	5400.00
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**Total** **£9633**

## **SUPPORT TO THE INFRASTRUCTURE OF DUNDEE OUT OF SCHOOL CARE NETWORK**

### **Appendix 1 Recommendations from “School’s Out” published by Scottish Executive April 2003**

#### **Recommendation 1**

Local authorities should review OSC provision in their area during 2003-2004, with the Childcare Partnerships, to set targets for growth, and to establish what local action is needed to address issues of availability, sustainability and quality.

#### **Recommendation 2**

During 2003-2004, local authorities working with childcare partnerships, should examine the scope for using local authority premises, taking account of the main messages in the school-estate strategy, “Building Our Future: Scotland’s School Estate”.

#### **Recommendation 3**

Local authorities should work with childcare partnerships to develop, by March 2004, a local action plan of short-term and longer-term help and support to clubs, and to improve sustainability.

#### **Recommendation 4**

In support of these recommendations, local enterprise networks should, between now and 2006;

- work with childcare partnerships to exchange information on relevant aims and objectives;
- advise local authorities and childcare partnerships about any future demand for childcare (including OSC) as a result of new businesses setting up and/or the expansion of existing businesses in local areas;
- support the further development of OSC by applying its range of business support and advice in relation to, for example, workforce development and business set up.