

# DUNDEE CITY COUNCIL

**REPORT TO:** Personnel & Management Services Committee - 13 May 2002

**REPORT ON:** Outdoor Adventure Activities - Transfer From Leisure & Arts Department to Neighbourhood Resources & Development Department

**REPORT BY:** Directors of Neighbourhood Resources and Development, Leisure and Arts and Personnel and Management Services

**REPORT NO:** 446-2002

## 1.0 PURPOSE OF REPORT

1.1 To seek approval for the transfer of outdoor adventure activities personnel and activity bases at Ancrum and Grassy Beach Centres from the Leisure & Arts Department to the Neighbourhood Resources & Development Department.

## 2.0 RECOMMENDATIONS

The Committee is asked to approve:

2.1 the transfer of outdoor activities instruction and support personnel servicing Ancrum and Grassy Beach Centres from the Leisure & Arts Department to the Neighbourhood Resources & Development Department together with the relevant budget provision as per Appendix 1.

2.2 the renaming of Centres to Ancrum Outdoor Centre and Grassy Beach Outdoor Centre.

2.3 The deletion of the following posts from the establishment of Leisure & Arts Department:

2 Outdoor Activities Leaders - AP4	£18,878 - £20,897
2 Steward/Handypersons - Manual Worker Grade 5	£230.99 per week
1 Storesperson - T1	£13,124 - £13,976
1 Assistant Storesperson - GS1/2	£9,680 - £12,899
1 Storesperson - GS1/2 (Sheltered Placement)	£9,680 - £12,899
1 Senior Clerical Assistant - GS3	£13,124 - £13,664
1 Clerical Assistant (14 hours) - GS1/2	£9,680 - £12,899 pro rata
1 Outdoor Activities Apprentice - GS1/2	£9,680 - £12,899

2.4 The establishment of the following posts within the Neighbourhood Resources and Development Department:

1 Centre Manager A - PO1-4	£23,930 - £25,976
1 Outdoor Adventure Activities Instructor - AP3/4	£16,673 - £20,897
2 Steward/Handypersons - Manual Worker Grade 5	£230.99 per week
1 Storesperson - T1	£13,124 - £13,976
1 Assistant Storeperson - GS1/2	£9,680 - £12,899
1 Storesperson - GS1/2 (Sheltered Placement)	£9,680 - £12,899
1 Senior Clerical Assistant - GS3	£13,124 - £13,664
1 Clerical Assistant (14 hours) - GS1/2	£9,680 - £12,899 pro rata
1 Outdoor Adventure Activities Trainee Instructor-GS1/2	£9,680 - £12,899

### **3.0 FINANCIAL IMPLICATIONS**

- 3.1 The net costs of operating Outdoor Adventure Activities is £232,555 and is currently included in the Leisure & Arts Department's 2002/2003 revenue budget. This budget will be transferred to the Neighbourhood Resources & Development Department.

The additional cost of the redesignation of the Outdoor Leader to Centre Manager is £3,101 in 2002/2003 and £3,721 in a full financial year and will be met from external finance currently contracted for 3 years to 31 March 2005 from the Better Neighbourhood Services Funding.

### **4.0 LOCAL AGENDA 21 IMPLICATIONS**

- 4.1 None.

### **5.0 EQUAL OPPORTUNITIES IMPLICATIONS**

- 5.1 None.

### **6.0 BACKGROUND**

- 6.1 Prior to the 1995 local government reorganisation both Ancrum and Grassy Beach centres were heavily involved in the promotion of outdoor instructor training and the operation of outdoor tuition services associated with the Education/Social Work Departments together with promotion of the Duke of Edinburgh's Award.

This was complemented by provision for public participation in outdoor adventure activities and associated club support.

- 6.2 Since reorganisation the balance of provision has altered due in part to budget constraints and reduced numbers of personnel.
- 6.3 Over the last 2 years several Departments have through external financial support developed initiatives involving outdoor adventure activities as a medium for working with young people displaying challenging behaviour. These initiatives are likely to further develop in the near future and can be better co-ordinated and serviced by improved integration, planning and co-working.
- 6.4 The main provider Departments have discussed these developments and are of a view that the time is opportune to create a more uniform management approach.
- 6.5 The above proposals have the support of the Adventure Activities Licensing Authority who regulate the tuition arrangements for these types of activities.

### **7.0 CONCLUSION**

- 7.1 The proposals will allow the development of services both to the public and to key Departments working with young people. They will also allow a clear delivery structure for tuition which will aid the Council in the development of external funding applications.

7.2 Both Neighbourhood Resources & Development and Leisure & Arts Departments will continue to work closely to delivery joint programmes of activities especially related to the Camperdown Country Park and the Countryside Ranger Service. It is anticipated that subject to demand a full programme of activities for the public will be maintained.

**8.0 CONSULTATION**

8.1 The Chief Executive, Directors of Finance, Support Services, Corporate Planning, Education and Social Work together with the trade unions have been consulted and are in agreement with the content of this Report.

**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.

**10.0 SIGNATURES**

Director of Neighbourhood Resources & Development .....

Date .....

Director of Leisure & Arts .....

Date .....

Director of Personnel & Management Services .....

Date .....

**APPENDIX 1 – STAFFING IMPLICATIONS**

Existing Leisure & Arts Personnel as at 01.04.2002				Proposed Neighbourhood Resources & Development Department Personnel as at 13.05.2002			
Designation of Post	No of Posts	Grade of Post	Cost	Designation of Post	No of Posts	Grade of Post	Cost
Outdoor Activities Officers	2	AP4 SCP 030	£51,210	Centre Manager A	1	PO1-4 SCP 035	£28,954
				Outdoor Adventure Activities Instructor	1	AP3/4 SCP 030	£25,605
Steward/Handyperson	2	Manual Grade 5 SCP 200	£30,359	Steward/Handyperson	2	Manual Grade 5 SCP 200	£30,359
Storesperson	1	T1 SCP 016	£17,073	Storesperson	1	T1 SCP 016	£17,073
Assistant Storesperson	1	GS1/2 SCP 012	£15,420	Assistant Storesperson	1	GS1/2 SCP 012	£15,420
Storesperson (Sheltered Placement)	1	GS1/2 (40%)	*£4,652	Storesperson (Sheltered Placement)	1	GS1/2 (40%)	*£4,652
Senior Clerical Assistant	1	GS3 SCP 015	£16,358	Senior Clerical Assistant	1	GS3 SCP 015	£16,358
Clerical Assistant	1	GS1/2 (14 hrs) SCP 005	£3,920 (14 hrs)	Clerical Assistant	1	GS1/2 (14 hrs) SCP 005	£3,920 (14 hrs)
Outdoor Activities Apprentice	1	GS1/2 SCP 003	£11,495	Outdoor Adventure Activities Trainee Instructor	1	GS1/2 SCP 003	£11,495

**\* Wages paid by Employment Disability Unit**