

DUNDEE CITY COUNCIL

REPORT TO: Personnel and Management Services Committee - 21 October 2002

REPORT ON: Extending the Service at Maryfield House for Adults with Learning Disabilities

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

REPORT NO: 721-2002

1 PURPOSE OF THE REPORT

1.1 This report seeks approval to extend and improve the staffing levels provided at Maryfield House to meet the increasing level of dependency of residents.

The recommendations take account of standards for residential care set by Scottish Executive (National Care Standards - Care Homes for People with Learning Disabilities, April 2002).

2 RECOMMENDATIONS

2.1 It is recommended that the Social Work Committee:-

2.1.1 notes and approves the contents of this report.

2.2 It is recommended that the Personnel and Management Services Committee:-

2.2.1 approves the new staffing establishment outlined in Appendix 1;

2.2.2 the establishment of 263.5 day Social Care Officer hours, SCP16-23, £13,976 - £16,673;

2.2.3 the establishment of 8.9 night Social Care Officer hours, SCP16-23, £13,976 - £16,673;

2.2.4 the establishment of 18.5 Handyperson hours, MW3, £5.3646 per hour;

2.2.5 the establishment of 20 Domestic hours, MW1, £5.0176 per hour.

3 FINANCIAL IMPLICATIONS

3.1 In a full financial year the cost of the proposals will be £144,180, and £72,090 in 2002/03. This will be financed by the reallocation of existing resources within the Social Work Department revenue budget.

4 LOCAL AGENDA 21 IMPLICATIONS

- 4.1 The provision of residential care services at Maryfield continues to be an important residential and respite resource for adults who have a learning disability. It is also an important resource for ageing carers.

5 EQUAL OPPORTUNITIES IMPLICATIONS

- 5.1 The improvement of staffing levels will mean that vulnerable adults will continue to receive a level of service that is appropriate to their needs.

6 BACKGROUND

- 6.1 Maryfield House is a purpose built unit for adults with learning disabilities. It opened in 1985 to accommodate former patients from Strathmartine Hospital and adults living in the community with carers. In 1985 the ages of service users ranged from 20 to 45. Service users had the ability to maintain high levels of personal care and most were independently mobile. Staff at that time supported service users to make their own beds, do their laundry, shopping and cooking. In addition all the service users attended day care or had other placements within planned programmes.
- 6.2 The ages now range between 35 to 68, with the majority of residents now 50 plus. Their needs have increased and also their levels of dependency. Therefore there is now a need to ensure that staffing levels reflect the standards required by the Scottish Commissions for the Regulation of Care.
- 6.3 In addition, Maryfield also provides a planned respite service. The respite activity is intensive in terms of staff time.

7 PROPOSED STAFFING LEVELS

- 7.1 It is proposed to improve the staff to resident ratio to one member of staff to six residents during the day and one member of staff to twelve residents at night by increasing the number of social care officer hours from the existing 240 hours per week on day shifts to 504. This equates to 7.1 full time equivalent Social Care Officer posts, graded SCP16-23.
- 7.2 An additional 0.6 fte domestic input is necessary to maintain hygiene and safe cleaning standards. Also, an additional 0.5 fte handyperson post should be established to do essential maintenance and to support health and safety requirements.
- 7.3 This revised staffing establishment would keep the ratio of staff to residents consistent throughout the year and ensure the building is maintained to higher standards than at present.

8 CONSULTATION

8.1 Consultation has taken place with the Director of Finance and Director of Support Services, and the relevant trade unions.

9 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 SIGNATURES

A Baird
Director of Social Work

Date

J.C. Petrie
Director of Personnel and Management Services

Date

Appendix 1 - STAFFING ESTABLISHMENT

Post	Grade	EXISTING POSTS		PROPOSED POSTS		NEW POSTS	
		FTE	Hours	FTE	Hours	FTE	Hours
Social Care Officer (Days)	SCP 16 - 23	6.5	240.5	13.6	504.0	+7.1	+263.5
Social Care Officer (Nights)	SCP 16 - 23	4.3	159.1	4.5	168.0	+0.2	+8.9
Handyperson	MW3	0.0	0.0	0.5	18.5	+0.5	+18.5
Domestic	MW1	0.5	20.0	1.1	40.0	+0.6	+20.0
Total		11.3	419.6	19.7	730.5	+8.4	+310.9

Appendix 2 – FINANCIAL IMPLICATIONS

PROPOSED – FULL YEAR EFFECT					
Post	Costing	FTE	Hours	Pays	Budget
Manager	SCP 37	1.0		25,241	25,240
Senior SCO	SCP 30	3.0		20,897	62,690
Social Care Officer (D)	SCP 19	13.6		14,984	204,110
Social Care Officer (N)	SCP 19	4.5		19,979	90,710
Clerical	SCP 12	0.5		12,899	6,450
Allowances				15,286	15,290
		22.6			404,490
Cook	MW4		112.0	287.94	32,250
Handyperson	MW3		18.5	278.96	5,160
Domestic	MW1		40.0	260.91	10,440
			170.5		47,850
			PAYS		452,340
			NI & Supn		82,730
			TOTAL		535,070
			Current Budget		390,890
			Additional Resources		144,180
			2002/03		72,090