

**REPORT TO: POLICY AND RESOURCES COMMITTEE – 22 FEBRUARY 2018**

**REPORT ON: CHILDREN AND FAMILIES SERVICE - REVISED FACILITIES SERVICE MODEL**

**REPORT BY: EXECUTIVE DIRECTOR OF CHILDREN AND FAMILIES SERVICE**

**REPORT NO: 61-2018**

## **1.0 PURPOSE OF REPORT**

1.1 The purpose of this report is to work with Tayside Contracts to implement a revised Facilities Service delivery model from August 2018.

## **2.0 RECOMMENDATIONS**

2.1 It is recommended that the revised Facilities Service model is implemented.

## **3.0 FINANCIAL IMPLICATIONS**

3.1 The implementation of the following proposal would result in savings of £47,000 in 2018-19 and full year savings of £70,000 in 2019-20.

## **4.0 MAIN TEXT**

4.1 Dundee City Council transferred the Facilities Service to Tayside Contracts on 1 September 2014 (Article II of the Minute of Meeting of Education Committee of 27 January 2014, Report No 43-2014 refers). Tayside Contracts offer an integrated Facilities Service to all non-PPP schools and since the transfer have worked with DCC officers and Head Teachers to ensure the service meets the needs of the users.

4.2 The current service is delivered across six clusters and consists of 1 FTE Assistant Facilities Officer and 2 FTE Facilities Assistants based in each secondary school; each primary campus establishment i.e. Balgarthno, Balllumbie, Westend etc have 1 FTE Facilities Assistant and either a full-time or part-time/term-time Facilities Assistant. All other primary establishments have a dedicated Facilities Assistant with additional support or cover provided from the associated secondary school.

4.3 This service has worked well across the city and there is an effective method of monitoring in place which allows Head Teachers and stakeholders the opportunity to provide feedback on the service.

4.4 Changes to the school estate since the transfer in 2014 and comparisons with our neighbouring authorities facilitates the review of the number of clusters across the city.

4.5 The proposal is to reduce the number of clusters from six to three and also to further rationalise the part-time/term-time Facilities Assistants in the campuses. The move to three clusters would be achieved through the merger of Braeview and Craigie Clusters which would become the East Sector; Morgan and St Johns Clusters would become the Central Sector, Baldragon and Harris would become the West Sector.

4.6 There would be an Assistant Facilities Officer dedicated to each Sector and 1 FTE Senior Facilities Assistant and 1 FTE Facilities Assistant based in each secondary school. The primary schools would retain their existing cover with the Assistant Facilities Officer co-ordinating services and resources for their respective Sector.

- 4.7 By implementing this proposal there would be a reduction of 3.5 FTE Assistant Facilities Officers but an increase in the cost of 6 FTE Facilities Assistants to Senior Facilities Assistants. In addition there will also be an increase in the ratio of part time to full time posts. The revised delivery model will be achieved by Tayside Contracts through their normal workforce planning.

## **5.0 POLICY IMPLICATIONS**

- 5.1 This report has been screened for any policy implications in respect of Sustainable Development, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. There are no major issues.

## **6.0 CONSULTATIONS**

- 6.1 The Council Management Team were consulted in the preparation of this report. There has been consultation on this proposal at this stage and Head Teachers are supportive. There have also been discussions and agreement with Tayside Contracts.

## **7.0 BACKGROUND PAPERS**

- 7.1 None.

PAUL CLANCY  
Executive Director of Children and Families

February 2018