

21 November 2016

Agenda Item: 11

## **REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE**

### **CHANGES TO STAFFING ESTABLISHMENT: QUALITY & IMPROVEMENT GROUP**

#### **Purpose of the Report**

1. The purpose of this report is to seek Committee approval for the disestablishment of posts within the Quality & Improvement Group as part of its ongoing programme of budget reductions and in line with the wider financial challenge facing the Council.

#### **Information and Advice**

2. The Quality & Improvement Group was established in its current form in 2014 and brings together specialist support services within the department under a single point of leadership, including:
  - Management and development of the department's ICT systems, such as those which support the authority's role in relation to school admissions or which are used to record social care and early help case information for individual children and young people.
  - Management of the department's quality assurance framework, supporting QA activity, analysing QA intelligence (case file auditing, staff forums, service user feedback, learning from complaints etc.)
  - Coordinating planning and preparatory activity to ensure departmental readiness for regulatory inspections (Ofsted)
  - Workforce development activity across the department, including initiatives to improve the recruitment and retention of social work staff
  - Executive support to the work of the Children's Trust Board
  - Management of the new commissioning arrangements for the delivery of the Council's cultural services.
3. The Group is committed to achieving budget reductions of £275,000 over the coming two years.
4. One element of this, to take effect from 1 April 2017, involves a reduction in the Group's staffing capacity arising – amongst other things - from the planned reduction in the number of ICT systems it will be required to support. In particular there is a continuing consolidation of case management information on to Frameworki, the system originally designed and used solely for social care case recording but which is being iteratively expanded for use by a number of the Council's early help services.

5. The Family Service has used this system since it was established in November 2015, whilst the new Integrated Disability Service will use Mosaic, the upgraded version of Frameworki, from January 2017. The aim is that youth justice casework and associated statistical reporting to the Youth Justice Board will, in due course, be recorded in Mosaic thus enabling the existing youth justice recording system to be switched off.
6. The staffing implications for which Committee approval is requested relates to the proposed disestablishment of:
  - 1.0 FTE Project Officer post – Hay Band B, saving a total of £44,181 pa
  - 0.5 FTE System Support Officer post - NJE Grade 5, saving a total of £15,500 pa.
7. Additional related savings, including software licence fees and other discretionary costs, will yield a total saving of £147,500 with effect from 1 April 2017.

### **Other Options Considered**

8. An alternative option would have been to transfer youth justice functionality on to the Capita system that is used to support school admissions and other local authority education functions. However, the migration towards Mosaic is the preferred solution as this is consistent with the department's wider objective to consolidate its children and young people's case records onto a single system.

### **Reason/s for Recommendation/s**

9. The proposals outlined in this report to rationalise the use of ICT systems within the department reflects the department's priority to integrate where possible its systems and processes in order to support the wider integration of the Council's services to children, young people and families. The consequential reduction in support costs contributes to the wider departmental budget savings whilst front line services continue to receive the range and level of support that they require at a cost that remains affordable.

### **Statutory and Policy Implications**

10. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **Human Resources Implications**

11. The posts to be disestablished are currently vacant and thus there are no specific HR implications arising out of these proposals

### **RECOMMENDATION/S**

1) That the disestablishment of the following posts be approved:

- 1.0 FTE Project Officer (Hay Band B)
- 0.5 FTE System Support Officer (NJE Grade 5).

**Derek Higton**  
**Service Director, Youth, Families and Culture**

**For any enquiries about this report please contact:**

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### **Constitutional Comments (SLB 24/10/16)**

12. Children and Young People's Committee is the appropriate body to consider the content of this report, subject to the Council's Employment Procedure Rules which require all reports regarding staffing structure changes to include HR advice, and for consultation to be undertaken with the recognised trade unions.

### **Financial Comments (TMR 24/10/16)**

13. The financial implications are set out in paragraph 6.

### **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

Quality and Improvement Group – staffing structure: report to Children and Young People's Committee on 29 September 2014

Quality and Improvement Group – revisions to staffing structure: report to Children and Young People's Committee on 29 February 2015

### **Electoral Division(s) and Member(s) Affected**

All.

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