

11 February 2019**Agenda Item: 13****REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES & SOCIAL WORK
REVIEW OF THE PROVISION OF SUPPORT STAFF TO CHILDREN'S HOMES****Purpose of the Report**

1. To seek approval for a request from contingency to be made to the Finance and Major Contracts Management Committee to fund an external review of the provision of support staff in Nottinghamshire County Council children's residential homes.

Information

2. In September 2018 a review was carried out of the business support and facilities provision to children's residential homes. This work was carried out at the request of the Service Director, Commissioning & Resources, on behalf of Members.
3. The review was carried out by colleagues from Business Support and Facilities, and assessed the duties performed and the staffing provided to carry out the duties. The duties reviewed were cleaning, catering, laundry, gardening, maintenance and business support.
4. Following this review, Members have requested that an external analysis is carried out of the support provision.
5. It is intended that an external consultant will provide an independent and objective assessment of the support staffing requirements of the Council's children's residential homes.
6. The external consultant will be expected to produce a report to assess the current support staffing requirement, and to also make any recommendations for efficiency savings over and above those already identified, while maintaining the quality of service experienced by the children and young people accessing the facilities and their families.
7. Following some initial market testing the estimated cost of this work is £25,000.
8. The Children's and Families budget is already forecast to be overspent, and so Committee is asked to make a request to the Finance and Major Contracts Management Committee to approve an allocation from contingency to fund the external review.

Other Options Considered

9. No other options have been considered.

Reason/s for Recommendation/s

10. The reason that the external review is to be conducted is to ascertain whether supporting provision can be deployed more efficiently, and therefore reduce costs.

Statutory and Policy Implications

11. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance 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, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Data Protection and Information Governance

12. A summary data protection impact assessment has been carried out. This project relates to a general review of staffing resources in selected children's homes using the services of an external consultant. Although the external contractor may come into contact with personal data the service should ensure they are bound by a confidentiality agreement and that procurement and legal are satisfied.

Financial Implications

13. The financial impact is approximately £25,000 to fund an external review of the support staff provided to children's residential homes as described in **paragraphs 5 and 6**.
14. This cost cannot be contained within the Children & Families departmental budget and will be met by the request from contingency.

Human Resources Implications

15. Until the review is completed the human resource implications are unknown. Should there be staffing recommendations as a result of the review a report will be brought back to the Committee to detail the recommendations and the potential implications.

Public Sector Equality Duty implications

16. An Equality Impact Assessment has been carried out and is available as a background paper.

Implications for Service Users

17. The review will have no impact on service users. Should there be recommendations as a result of the review a report will be brought back to the Committee with recommendations and detailing the potential impact on service users.

RECOMMENDATION/S

- 1) That Committee gives approval for a request to be made to the Finance and Major Contracts Management Committee for an allocation from contingency for £25,000 to fund the cost of external review of the provision of support staff in Nottinghamshire County Council children's residential homes.

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Constitutional Comments (KK 18/01/19)

18. The proposal in this report is within the remit of the Children and Young People's Committee.

Financial Comments (SAS 23/01/19)

19. The financial implications of the report are contained within paragraphs 13 and 14 above.

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.

- Summary Data Protection Impact Assessment
- Equality Impact Assessment

Electoral Division(s) and Member(s) Affected

All.

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