

9 March 2015**Agenda Item: 11****REPORT OF THE TEMPORARY DEPUTY DIRECTOR, CHILDREN, FAMILIES
AND CULTURAL SERVICES****STAFFING STRUCTURE OF THE YOUTH SERVICE GROUP****Purpose of the Report**

1. To seek Committee approval of changes to the staffing structure of the Youth Service group.

Information and Advice

2. A report entitled Redefining your Council – Transformation and Spending Proposals was approved by Policy Committee on 12 November 2014. Included within the proposals were changes to the Outdoor and Environmental Education (OEE) Service, a part of the Youth Service group. This service annually provides children and young people with 68,000 sessions of enrichment activities. Under the agreed proposals the service will reduce its core operating budget from £393,000 to £221,000 by April 2018 (the Service had a gross budget of £1,180,000 in 2014/15 due to its income generation). In order for these savings to be achieved a staffing restructure is required which will also see a change in terms and conditions from those currently under the Teacher/Soulbury structure to those used for the majority of Council employees under NJC. This change of structure will not alter the offer to schools or reduce the number, or frequency, of children and young people's attending residential or day centre activities. The current and proposed structure is attached as **Appendices 1 and 2**. Appropriate consultation has been carried out with affected staff and their relevant trade unions and this has assisted in design of the final structure.
3. In summary Committee are asked to approve the following changes to the staffing structure from 1st September 2015:
 - disestablish the post of Head of Centre Hagg Farm/Team Manager OEE (1 FTE) Soulbury 6-8 + 3 SPA
 - disestablish the post of Head of Centre The Mill Adventure Base (1 FTE) Hay Band B
 - disestablish the post of Outdoor Education Advisor (1 FTE) Soulbury 4-6
 - disestablish the post of Head of Centre – St Michaels (1 FTE) Soulbury 4-5 + 3 SPA
 - disestablish the post of Head of Day Centre (1 FTE) Soulbury 2-3 + 3 SPA
 - disestablish the post of Senior Administrative Officer (1 FTE) NJC Grade 5
 - disestablish the post of Day Centre Teacher (0.8 FTE) Teachers Main Scale + 1
 - disestablish the post of Residential Centre Teacher (1 FTE) Soulbury 1-2 + 2 SPA
 - disestablish the post of Administrative Assistant (0.67 FTE) NJC Grade 2

- disestablish the post of Clerical Assistant (0.51 FTE) NJC Grade 2
 - disestablish the post of Head of Centre cover (senior associate) (0.4 FTE) (local grade of £120/day)
 - establish the post of Head of Centre Hagg Farm/Locality Manager OEE (1 FTE) Hay Band E
 - establish the post of Head of Centre The Mill Adventure Base (with new responsibilities) (1 FTE) Hay Band C
 - establish the post of Outdoor Education Advisor (1 FTE) Hay Band D
 - establish the post of Operations, Finance and Administrative Officer (1 FTE) NJC Grade 5
 - establish the post of Senior Tutor Hagg Farm (0.6 FTE) Hay Band A
 - establish the post of Head of Centre (Primary Provision) (1 FTE) Hay Band C
 - establish the post of Operations Assistant (0.67 FTE) NJC Grade 5
 - establish the post of Operations Assistant (0.51 FTE) NJC Grade 5
 - establish the posts of Day Centre Tutors (1.8 FTE) NJC Grade 5
 - establish the posts of Residential Centre Tutor (1 FTE) NJC Grade 5
 - increase associate staffing budget (residential centres) from 0.6 FTE to 0.7 FTE
 - decrease seasonal instructor staffing budget (Mill Adventure Base) from 3 FTE to 1.5 FTE
 - the remaining posts are unaffected
4. The Schools Swimming Service is currently part of the Cultural and Enrichment group of services. It is proposed to realign this service as part of the Youth Services group as both the Outdoor and Environmental Education Service and Schools Swimming Service provide Ofsted required enrichment activities directly to Nottinghamshire Schools.

Other Options Considered

5. Consideration has been given to the different staffing and structural options available and this model is felt to provide the best quality and overall value.

Reason/s for Recommendation/s

6. These recommendations support the budget savings required by the business case agreed by Policy Committee in November 2014 without reducing the volume or quality of service delivery.

Statutory and Policy Implications

7. 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 only), the public sector equality duty, safeguarding of children and vulnerable adults, 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.

Financial Implications

8. The cost of the proposed staffing structure is £378,000 and will contribute a saving of £33,000 towards the OBC and OFC saving.

Human Resources Implications

9. There are three permanent members of staff at risk of Voluntary Redundancy or Compulsory Redundancy – at this stage at least one has expressed a wish to take VR.

RECOMMENDATION/S

- 1) That the proposed changes to the staffing structure of the Youth Service group, as detailed in the report, be approved.

Derek Higton
Temporary Deputy Director, Children, Families and Cultural Services

For any enquiries about this report please contact:

Chris Warren
Group Manager Youth Services
T: 0115 9774430
E: christopher.warren@nottsc.gov.uk

Constitutional Comments (LM 24/02/15)

10. The Children and Young People's Committee has delegated authority within the Constitution to approve the recommendations in the report.

Financial Comments (SS 26/02/15)

11. The financial implications of the report are set out in paragraph 8 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.

Redefining your Council – Transformation and Spending Proposals – report to Policy Committee on 12 November 2014 (previously published)

Electoral Division(s) and Member(s) Affected

All.

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