

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Personnel Committee

16th May 2016

Report of the Head of Participation – Chris Millis

Matter for Decision

Wards Affected:

All Wards

Restructure of Play Team

Purpose of the Report

1. To seek Members' approval for the restructure of the authority's Play team.

Executive Summary

2. A restructure of the Authority's play team is required in order to establish clear management responsibility and to reinforce other roles and responsibilities against the team's outcomes. This report seeks Member's approval for the proposed new structure to be implemented.

Background

3. The Play Development Team sits within the Think Family Partnership as part of Education, Leisure & Lifelong Learning (ELLL) Directorate.

In April 2014 the existing Play Co-ordinator was given additional responsibilities with the management of Team Around the Family (TAF). This saw the deletion of the Play Co-ordinator and creation of a new Play/TAF Manager role.

In October 2015, TAF were transferred to the Social Services, Health & Housing Directorate (SSHH) whilst retaining a shared manager with Play, who remained in ELLL. However, following the transfer, SSHH proposed to review the management of TAF to align it with other Children's Services teams. This review and subsequent restructure includes the proposal to delete the Play/TAF Manager post, which also impacts on the management structure for Play. The existing Play/TAF Manager has been seconded into a temporary Play Manager position.

The need to address this has also provided an opportunity to review the roles and responsibilities within the team and to refocus and restructure these to better deliver services, ensuring quality and consistency in all areas of work.

Proposal

Current Structure

1 x	37 hours	SCP 24-27	Senior Play Development Worker
1 x	37 hours	SCP 24-27	Play Development Worker
1 x	37 hours	SCP 20-24	Family Play Leader
3 x	30 hours	SCP 15-20	Family Play Worker

1 x	30 hours	SCP 15-20	Mobile Play Driver
1 x	30 hours	SCP 15-20	Play Support Worker

Proposal

It is proposed that:

* A new Play Manager post be created to have overall responsibility for the team and lead on strategic play development work, including ensuring that NPTCBC complies with its duty to assess for and secure sufficiency of play opportunities. It is proposed that the existing temporary Play Manager be assimilated into the new post.

* The existing Senior Play Development Worker and Play Development Worker posts be deleted and two new Play Development Officer posts be created, each with a focus on Training & Participation or Family and Community. These will have an 80% match to the existing roles and the existing post holders will be assimilated into the new roles.

* The Family Play Leader post (currently vacant) be deleted

* An additional Family Play Worker post is created.

* The Mobile Play Driver post is deleted.

* A change in line management responsibility for the Play Support Worker

New structure:

1 x	37 hours	SCP 35-39*	Play Manager
1 x	37 hours	SCP 27-31*	Play Development Officer –

			Training & Participation
1 x	37 hours	SCP 27-31*	Play Development Officer – Family & Community
4 x	30 hours	SCP 20-24*	Family Play Worker
1 x	30 hours	SCP 20-24*	Play Support Worker

* The grades of the above posts are subject to Job Evaluation and have been estimated as maximum for the post and the financial appraisal has been produced in-line with these estimates. If lower grades are returned there would no detriment to the proposal.

Current and proposed structure charts are included as Appendix One.

Rationale for New Structure

Overall the new structure aims to enhance the focus on the identified Families First outcomes, improving services for children and families. The structure will clarify individual roles and responsibilities and provide greater flexibility, particularly with the Family Play Workers, to maximise the teams' resources.

The proposed re-structure of management within TAF has a knock-on effect on the play team leaving them without a manager position to lead and guide their work.

It is proposed to delete both the Senior Play Development Worker and Play Development Worker posts and create two new Play Development Officer posts. The new posts will have a clear focus of work, one on Training & Participation and another on Family & Community. The new posts more clearly align with the outcomes of the team's Families First funding and give the post holders responsibility for developing their specific areas of work to ensure that they continue to provide high quality services that meet the needs of service users, including children, young people and families.

This proposal will put the two members of staff at risk, however, as the new posts will provide an 80% match to current roles they will be assimilated into the new positions.

The Family Play Leader position is currently vacant and it is proposed that this position is deleted. The duties of the post in relation to supporting and allocating the work of the Family Play Workers will be incorporated into the role of the new Play Development Officer – Family & Community.

The Family Play Worker and Play Support Worker posts will remain largely unchanged with the inclusion of additional driving and banksman responsibilities associated with the play bus. The posts will be re-evaluated to include this.

It is proposed to delete the existing Mobile Play Driver and to share driving responsibilities across the team. This will allow the play bus to be used for greater impact, being a resource for all elements of the service.

Financial Impact

The Play Team is fully funded by Welsh Government via the Families First programme with funding until 31st March 2017. All associated costs, including those of salaries and training for the additional driving duties / safety training, are contained within this funding agreement. It is anticipated that the Grant will continue post March 2017 but if there is either a reduction or deletion of the funding then the Council's Management of Change in Partnership Policy will apply to the affected employees.

A financial appraisal has been included as Appendix Two. The appraisal has been produced with anticipated maximum grades for all posts to ensure that sufficient finances are in place. If lower grades are returned there would no detriment to the proposal.

Equality Impact Assessment

4. The equality implications of the proposals above have been assessed in accordance with the Equality Act 2010. The Equality Impact

Assessment (EIA) Screening Tool has determined that this proposal does not require a full Equality Impact Assessment.

Workforce Impacts

A 30 day consultation with employees commenced on 21st March 2016. GMB, Unison and Unite unions were also consulted and involved throughout.

One member of staff (Mobile Play Worker) is at risk as a result of the proposal and has been put on the Prior Consideration Register from Monday 21st March 2016 to enable him to access vacancies as per the prior consideration rules.

One to one meetings were requested by one employee and these took place with the manager, HR and relevant union.

Legal Impacts

5. There are no legal impacts associated with the report.

Risk Management

6. There are no risk management issues associated with this report.

Consultation

There is no requirement for formal consultation in respect of this proposal.

Recommendations

It is recommended that Members APPROVE the new structure for the Play Team as follows:

1. A new Play Manager post be created and the existing temporary Play Manager be assimilated into this.

2. Existing Senior Play Development Worker and Play Development Worker posts are deleted and two new Play Development Officer posts are created, assimilating the existing post holders into these positions.
3. The vacant Family Play Leader post be deleted.
4. An additional Family Play Worker post be created.
5. The Mobile Play Driver post be deleted.
6. A change in line management responsibility for the Play Support Worker .

Reasons for Proposed Decision

7. To provide a clear management role to lead the work of the team and to ensure that strategic development work continues to develop.

To also increase flexibility within the team, both in terms of use of the playbus and in utilising skills and capacity.

Implementation of Decision

8. The decision is proposed for immediate implementation. Appendices
9. Appendix One - Financial Appraisal
10. Appendix Two - Structure Chart

List of Background Papers

Equality Impact Assessment Screening Tool

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Appendix One

SET UP COSTS

Budget Book Page Number 1070

	Current Year	Comments
	£	
Costs		
Recruitment Costs		
Accommodation Costs		
Office Costs		
Others		
Total Set Up Costs	<hr/> - <hr/>	
Funding of Set Up Costs		
Revenue Budget		
Reserves		
Special Grant		

Other (Specify)

Total Funding of Set
Up Costs

-

RECURRING COSTS

	Current Year	Next Year	Max in Full Year
	£	£	£
Costs			
Employee Costs (Financial Appraisal Statement)	211,082	216,490	230,916
> Starting Salary			
> Additional cost at Maximum Salary			
Accommodation Running Costs			
IT Annual Costs			
Other Running Costs (specify)			

Total Recurring Costs	211,082	216,490	230,916	
Funding of Recurring Costs				
External Sources				
Specific Grant:				Families First
- staffing costs	211,082	216,490	230,916	
- other				
Funding from External Agencies				
Service Level Agreement				
Other (specify)				
Internal Sources				
HRA				
Existing Budget Allocation				
Additional Guideline Allocation				

Other (specify)

Total Funds Available

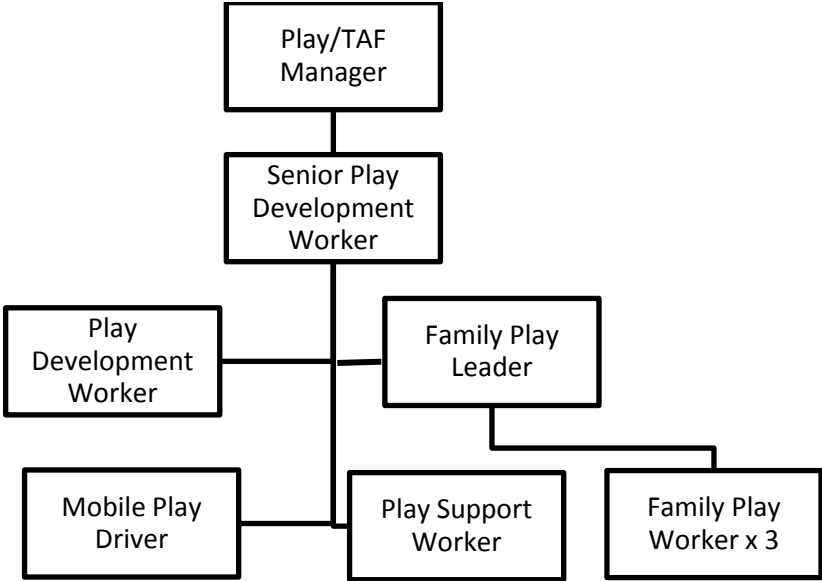
211,082

216,490

230,916

Appendix Two

Current structure



Proposed Structure

