

DUNDEE CITY COUNCIL

REPORT TO: Personnel and Management Services Committee - 20 October 2003

REPORT ON: Social Work Department - Establishment of Posts - White Top Centre

REPORT BY: Director of Social Work and Assistant Chief Executive (Management)

REPORT NO: 635-2003

1.0 PURPOSE OF THE REPORT

- 1.1 To seek Committee approval for the establishment of additional posts within the White Top Centre.

2.0 RECOMMENDATIONS

It is recommended that the Personnel & Management Services Committee: -

- 2.1 approve the establishment of 2.8 fte (104 hours) Social Care Officer Posts, residential grade SCP16-23, £14,535 - £17,340.

3.0 FINANCIAL IMPLICATIONS

- 3.1 The total cost of this proposal is £52,400 in a full financial year and £17,500 in the current financial year. This will be met from existing Social Work Department revenue budget provision.

4.0 LOCAL AGENDA 21 IMPLICATIONS

- 4.1 The proposal will ensure that people with learning disabilities receive a level of service that meets their assessed needs.

5.0 EQUAL OPPORTUNITIES IMPLICATIONS

- 5.1 The service will ensure that people with profound and multiple disabilities will have equality of access to everyday activities in line with the principles of social inclusion.

6.0 MAIN TEXT

- 6.1 In response to serious concerns about staffing levels within the White Top Centre there has been a review of individual needs of current service users. This has highlighted that there is a shortfall in staff time which has a direct consequence for meeting the care needs of individuals. Staffing requirement for interventions relating to 'moving and handling' have increased which has reduced staffing capacity in other support roles. (Appendix A provides details of current staffing levels and the shortfall in staff time).
- 6.2 Providing Social Care cover for sickness and holidays has been problematic in terms of the day-to-day management of the White Top Centre. Although Social Care staff have been seconded from wider day service areas in order to cover annual leave and sickness, it has become increasingly difficult for other areas to provide the necessary support.
- 6.3 The White Top Centre is contingent on joint working between Health and Social Work. The Manager, Community Care, has initiated discussions with Senior Managers in Health with a view to examining the health contribution to the multi-disciplinary team.
- 6.4 The staffing levels at the White Top Centre should be increased in line with the shortfall noted, in order to ensure that service users receive a safe and effective service, which will assist them to develop their potential.

7.0 CONSULTATION

- 7.1 The Chief Executive, Depute Chief Executives (Finance and Support Services) and the trade unions have been consulted in the preparation of this report.

8.0 BACKGROUND PAPERS

- 8.1 No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing the above report.

Alan G Baird
Director of Social Work

14 October 2003

J C Petrie
Assistant Chief Executive (Management)

14 October 2003

Staffing - Appendix A

Current Staffing Establishment - White Top Centre Aug 2003

Post	FTE	Hours
Resource Manager	1.0	
Development Officer	1.0	
Senior Skills Officer	1.0	
Skills Tutor	4.0	
Social Care Officer	4.0	
Pool Attendant	1.0	
Driver / Attendant		84
Cook		32
Escort / Attendant		40
Domestic		50
TOTAL STAFFING	12.0	206

Each service user has been assessed individually by Nurses, Skills Tutors, Physiotherapists and Social Care Officer staff.

Proposed Staffing Establishment

Post	FTE	Hours
Resource Manager	1.0	
Development Officer	1.0	
Senior Skills Officer	1.0	
Skills Tutor	4.0	
Social Care Officer	6.8	
Pool Attendant	1.0	
Driver / Attendant		84
Cook		32
Escort / Attendant		40
Domestic		50
TOTAL STAFFING	14.8	206

Additional Posts to be established = 2.8 Social Care Officer Posts.

Financial Appendix

Post	FTE	Grade	SCP	£
Social Care Officer	2.8	SCP 16 - 23	16	43,630
NI & Superannuation				8,726
Full Year Staffing Costs 2003/04 Prices				52,356
Part Year Costs 2003/04				17,452