

## BARNSELY METROPOLITAN BOROUGH COUNCIL

This matter is a Key Decision within the Council's definition and has been included in the relevant Forward Plan

Report of the Executive Director  
(People)  
to Cabinet  
(9<sup>th</sup> March 2016)

### CHILDREN'S CENTRES: MAJOR RE-STRUCTURE IN RELATION TO DEVELOPING A MODEL OF EARLY HELP FOR FAMILIES

#### 1.0. Purpose of the Report

To seek Cabinet's approval to implement a new staffing structure based on Family Centre main, linked and outreach sites, which will fulfil statutory requirements and support the delivery of Early Help to families. This follows cabinet having approved the new service delivery model in the Autumn of 2015 following a full statutory consultation.

#### 2.0. Recommendations

It is recommended that Cabinet agree to:

- Delete all existing posts which are currently within People directorate/Early Start and Families/Children's Centre Programme
- Provide authorisation to create the new staffing structure based on Family Centre main, linked and outreach sites.

#### 3.0. Introduction to the Report

The Early Start and Families Service within the Education, Early Start and Prevention Business Unit 1 was given a £2.5 million savings target in April 2014 as part of the Future Council programme to be achieved by 1 April 2016. This required a fundamental review of the service and in order to manage this effectively it was agreed that changes would be managed over a 2 year period. £500,000 of savings was achieved as part of 2015/16 budget setting, through an organisational restructure of services relating to the Childcare Services team, Early Years Consultant team and the Families Information Service. The remaining £2 million saving relates to the restructure of the Children's Centre Programme and will be implemented by 1 April 2016 with the full year effect being realised as part of 2016/17 financial year.

Cabinet approved a revised service delivery model in September 2015. The following configuration was agreed:

Centre	Location	Designation	Childcare on site
Sunnybank	Bank End	Main centre	Sessional care term time only for 2,3 and 4 year olds
Secret Garden	Athersley North	Main centre	Sessional care term time only for 2,3 and 4 year olds
Darfield	Darfield	Main centre	Sessional care term time only for 2,3 and 4 year olds

Centre	Location	Designation	Childcare on site
Milefield	Grimethorpe	Main centre	Sessional care term time only for 2,3 and 4 year olds
Embankment	Thurnscoe	Main centre	Sessional care term time only for 2,3 and 4 year olds
Dearne	Bolton on Dearne	Linked centre with childcare due to sufficiency*	Sessional care term time only for 2,3 and 4 year olds
Jump	Jump	Linked centre	No childcare
Kings Oak	Wombwell, Kings Oak Primary Learning Centre	Linked centre	No childcare
Rising Stars	Worsbrough Common Primary School	Linked centre	No childcare
Lundwood & Monk Bretton	Lundwood	Linked centre	No childcare
Hoyland Common	Hoyland Common Primary Learning Centre	Outreach site	No childcare
Darton	Darton Centre	Outreach site	No childcare
Buttercup	Cudworth, Birkwood Primary	Outreach site	No childcare
Buddies	Burton Road Primary School	Outreach site	No childcare
Hunni Bee	Hunningley Lane Primary School	Outreach site	No childcare
Penistone	Penistone St John's	Outreach site	No childcare
Royston	Meadstead Academy, Royston	Outreach site	No childcare
Wilthorpe	Wilthorpe Primary School	Outreach site	No childcare
Dodworth	Various Community venues Dodworth & Gilroyd	Outreach delivery within other buildings in the community	No childcare

#### 4.0. **Consideration of Alternative Approaches**

The draft structure proposed has been consulted upon and reviewed to ensure that it meets the BMBC design principles, with input from BMBC Human Resources and Trade Union colleagues. Job profiles have been developed for all job roles and these have been thoroughly assessed and evaluated.

Six sites (5 x main and 1 x linked) are proposed to continue to offer childcare on site on a term time only sessional basis. Ofsted regulations dictate staffing requirements in relation to qualifications and adult to child ratios and this has been taken into account when developing the structures for cabinet consideration.

The proposed staffing structure reflects an increased number of Outreach Workers and Family Support Workers to provide additional resource for the delivery of universal and targeted early help services for children and their families across the broader 0-19 (25 years with a disability). In addition the draft structure if approved would result in the centralised co-ordination of early help offer family support services under Family Support Managers.

## **5.0. Proposal and Justification**

Under the re-shaped Early Help model services offered currently through Children's Centres will continue to be available across Barnsley and be accessible through Family Centre main, linked and outreach sites including community venues and in the home. Services will be based on working in a whole family way and will continue to be targeted according to need with a focus on early intervention and prevention. The philosophy underpinning service delivery will be strengths based approach building family resilience and aspirations.

Family Centres will be a non-stigmatised gateway to services for all families in their local community recognising that targeted interventions and outreach services are vital in supporting families who need it most in order to narrow the gap in outcomes between those experiencing the most disadvantage and the rest. The proposal builds upon the strong foundation of integrated universal and targeted provision available through the current network of Children's Centres.

Early help services delivered through Family Centres will be developed with families, partners and stakeholders to ensure they are firmly rooted within the community, building resilience and self efficacy. The proposed model will provide continuity of support for families across age phases ensuring accessible, non stigmatised, personalised and seamless services from pre-birth to 19 years old (25 years if the young person has a disability) recognising the vital nature of early

### **Family Centre Network**

It is proposed that across the borough families will continue to have access to the full range of early help services either delivered on site or through outreach in the family home or in other suitable community venues. Families who are resident in the borough will be able to access services at the centre which makes most sense to them and their circumstances. Family Centre sites are proposed to be organised as main, linked and outreach. Main and linked sites will be open during core hours (this may vary depending on the needs of the community) and families will be able to access these centres on a drop in, ad hoc basis during opening hours. Outreach sites and community venues will offer groups and services on a planned and timetabled basis however families will be able to access support outside of these times through main or linked sites and the Families Information Service. Moreover one to one family support will be available flexibly on site and in the home and will be responsive to family needs. Families will continue to be able to access a broad range of services such as:

- Antenatal clinics and parenting support via the *Having a Baby* Programme, and Now I am programmes for various ages and stages in early childhood
- Infant feeding support; cook and eat, adult and family learning sessions
- Play activities and sessions
- Targeted sessions to support particular groups e.g. teenage parents, lone parents
- Trips and outings/visits
- Support in accessing early years education funding and entitlements
- Employment, training and benefits advice

### **Childcare within Family Centres**

Cabinet approval was given in September 2015 to reconfigure the service delivery model within Family Centres. As a result of the new service model the Council will cease to deliver childcare at 9 current Children's Centres.

It is proposed that the council will continue to directly deliver childcare on 6 sites but this will be targeted at children accessing their two, three and four year old early education entitlement on a sessional and term time only basis where there is a need to do so.

## **Commissioning Arrangements**

Following cabinet approval of the Family Centre delivery model, 3 of the external providers of Children's Centre services have been decommissioned to allow Family Centres to be delivered and provided by the council due to the scale and scope of the service re-modelling required. The arrangements are being reviewed with the one remaining maintained sector provider who are considering their options in relation to childcare provision on their site.

### **6.0. Implications for Local People and Service Users**

Current users of Children's Centres will continue to be able access services based on assessed need in the community in a Family Centre main, linked or outreach site or in a community venue and in the home where appropriate under the proposed model.

Families, children and young people will continue to be able to have a voice and influence on service priorities and delivery as part of the proposed model. Children's Centres are statutorily required to establish governance arrangements through the provision of local Advisory Boards. It is proposed that in order to recognise the wider age range of Family Centres these will be extended to include relevant stakeholders whilst ensuring that families continue to be empowered to take an active part in the decision making process and shape local family services in their area.

Where the council will cease to directly deliver childcare on 9 existing Children's Centre sites families are being supported to find alternative provision which meets their needs. Centre staff are working closely with the Families Information Services to provide a personalised service to ensure that any transition is smooth for children and the families. The council is committed to ensuring that all children have the best start in life and have access to high quality early education and care and currently the rate of good and outstanding provision in Barnsley is 89% which is above the national average of (85%)

### **7.0. Financial Implications**

The current service delivery model is not sustainable in the current financial climate and the childcare provision currently delivered by the council through Children's Centres operates at a loss. As part of Future Council requirements the Early Start and Families service has been tasked with making KLOE savings of £2.5 million to be effective from 1 April 2016 over a 2 year phased basis. Savings of £500,000 have been achieved through the reconfiguration of services relating to early years and childcare and the Families Information Service effective from April 2015. The proposed restructure allows the balance of £2m savings to be secured.

The financial implications of the proposed service reconfiguration and staff restructuring is summarised in the attached Appendix A.

### **8.0. Employee Implications**

Employees have been consulted and briefed on the proposals from October 2015 to date. There has been ongoing engagement with trade unions throughout the development of the proposed model and the period of public statutory consultation. In addition weekly opportunities have been provided for staff to raise concerns and questions which are then addressed by senior managers within the service in conjunction with Human Resources and Legal. This has resulted in a weekly Frequently Asked Questions document which is updated and circulated to ensure that staff have the most up to date and comprehensive information in a timely way. This has also been provided to trade unions in order to facilitate support to their members.

A reconfiguration of this size will inevitably have implications for staff employed within the affected services. The review of staff structures has been undertaken in full consultation with staff and trade unions and in accordance with recognised council policies and procedures for Managing Change. This included all employees affected by any proposed transfer of services to the council and was undertaken in accordance with Human Resources and Legal requirements.

The scale of the saving will inevitably have a significant impact on the number of staff in the new staffing structures resulting in a reduction of up to 100 posts. 69 staff were issued their notice on 7<sup>th</sup> January 2016 . Currently there are an increasing number of vacant posts and the affect on staff will be mitigated as far as is possible.

Formal Consultation on staffing implications commenced with all affected staff in October 2015, with changes to be implemented fully in April 2016. However there were informal consultation events in November 2014 and April 2015. It was agreed with Trade Unions and Human Resources that staff on fixed term contracts who joined the service after 18<sup>th</sup> January 2015 would not be included in the ring-fences/job pools and would be managed in accordance with the Fixed Term Policy. Staff on maternity leave were offered a suitable alternative post in accordance with relevant employment regulations/legislation.

#### Recruitment Processes

Recruitment commenced to the draft structures in November 2015 and is still underway. Due to the scale and scope of recruitment activity required to secure the savings target by April 2016, the service would have been unable to complete this task had recruitment not been commenced prior to cabinet approval of the final structures. Therefore any provisional appointments made to date remain subject to cabinet authorisation of the organisational structure.

All employees were identified and placed in pools according to their existing job roles. Recruitment was then undertaken on a rolling basis with each pool having a consistent interview panel, and moderation of interview scores being undertaken. Where there were more people in a pool than jobs, a competitive interview was held and candidates were ranked accordingly with offers being made in rank order. Where there were more posts available than people, staff within these pools were slotted into the role and not required to undergo an interview (Family Support Workers and Outreach Workers). The staff agreed their locations together.

#### Voluntary Severance and resignations

All Children's Centre employees were offered the opportunity to express an interest in voluntary severance in October 2015, and a number of staff chose to do so. Subsequently as the recruitment process has continued further employees have also expressed an interest. A total of 22 employees have expressed an interest in voluntary severance during the consultation period, 17 of which have been processed to date. The 5 remaining requests are currently at various stages in the cost saving process.

Additionally a number of employees have proactively sought alternative employment during the consultation period and have successfully gained employment elsewhere.

#### Compulsory redundancies

In accordance with BMBC policy and procedures, 12 weeks' notice was required to be issued to all employees who have not yet secured a position on the draft structure for Family Centres as at 7<sup>th</sup> January 2016. As a result 69 staff were issued with their notice letters on 7.1.16. Some employees have subsequently secured provisional offers of posts on the draft structure and 3 employees have subsequently had their notice rescinded, leaving the remaining 66 employees currently 'at risk'. It is envisaged that as there continues to be movement within the workforce and recruitment is still underway for approximately 30 vacant posts (20 permanent posts and 10 fixed term (maternity cover) that this will continue to be a fluid picture up to 31.3.16.

### **9.0. Communications Implications**

A Communications and Consultation Plan was developed to address the communication implications of the proposals, launch and implementation of the statutory consultation to ensure key stakeholders were provided with information and given opportunities to respond. This included key stakeholder groups including parents, expectant parents and carers, employees, advisory boards, statutory partners, early year's providers, partners who share current centre sites, local communities, local elected members, local MPs and trade unions.

## **10.0. Consultations**

During 2015, the council completed a full statutory public consultation in relation to the proposed changes to the Children's Centre programme under Section 5D of the Childcare Act 2006. The consultation was widely publicised through the local press, posters in community buildings and Children's Centres, through the council's website, intranet, Facebook, Twitter, Open Door magazine, the Families Information Service and through In Brief.

In addition families have been supported and given the opportunity to shape the proposals through an offer of one to one meetings and through groups. Public petitions have also been submitted to the council and meetings with the public have been facilitated on request with the Cabinet Spokesperson and Executive Director for the People directorate.

The council received 830 responses to phase 1 of the consultation and 1520 responses were received in phase 2 giving a total of 2350 responses in total. One petition has been formally received and submitted to council from Rising Stars Children's Centre with approximately 1700 signatures along with a submission from Unison providing feedback from their own survey which had 70 responses.

Separate consultation mechanisms were also developed to support staff including regular meetings, Trade Union drop in sessions, Frequently asked questions and briefing meetings. Trade Unions and BMBC Human Resources have been closely consulted throughout the statutory consultation period (public and staff consultations).

## **11.0. Key Policy Considerations**

During the second phase of the statutory consultation the government announced the intention to introduce legislation through a Childcare Bill to increase funded childcare for working parents of 3 and 4 year olds to 30 hours per week. In addition, the government has committed to increasing the average childcare funding rates paid to providers (the hourly rate currently paid) with a Department for Education review to commence in the summer 2015 including a proposed consultation of Children's Centre services in the Autumn 2015.

The current timetable of the council's proposals will continue as planned for implementation from April 2016. The increase to 30 hours of childcare for working parents is compatible with the council's duty to ensure sufficient childcare is available through the private, voluntary and maintained sector. The position will be closely monitored and providers supported to expand or create new provision to meet any additional demand. The current average vacancy rate as at June 2015 is 38% and this will be considered as part of any future developments to ensure that resources are targeted appropriately.

The council will continue to take a full part in the government's planned review and ongoing consultation prior to national roll out in September 2017, and will actively encourage stakeholders, partners and families to take part. The outcome of this consultation will be considered and may shape future delivery however the savings targets remain in place to be achieved by April 2016 and therefore the council needs to ensure that the model is sufficiently flexible in order to respond to future priorities as required. It remains important to ensure services continue to be accessible for families across Barnsley. Whilst the network of buildings may change the council will ensure that services are able to be flexed and shaped according to need.

## **12.0. Tackling Health Inequalities**

The proposals actively address health inequalities through integrated early help services delivered in partnership with health.

**13.0. Climate Change and Sustainable Energy Act (2006)**

There are no direct implications as result of this report.

**14.0. Consideration of Risks**

There has been a full consideration of risks posed by the proposals as part of the cabinet report in relation to developing a new model for early help through Family Centres which was considered in September 2015.

**15.0. Health and Safety Implications**

There are no direct implications as result of this report.

**16.0. Compatibility with the European Convention on Human Rights**

The proposal is compatible with the European Convention on Human Rights.

**17.0. Promoting Equality, Diversity and Inclusion**

The proposals actively support and promote equality, diversity and inclusion.

An equality impact assessment has been undertaken as set out at Appendix 2.

As part of the assessment it has been established that the group that is most likely to be affected by the proposals are women and working parents with young children that currently use childcare within Children's Centres due to the proposal that the council will cease to directly provide childcare in some areas and provide sessional early education and childcare for 2, 3 and 4 year olds on a sessional term time only basis where there is a need to do so. This is mitigated by there being sufficient alternative provision within the private, voluntary and maintained sector with a current borough wide average vacancy rate of 38% and a full assessment of vacancy rates and current sufficiency data has been assessed which demonstrates this.

The council must ensure that there is sufficient high quality childcare across the borough and it provides support to the private, voluntary and maintained sector to start up childcare businesses or expand in areas where there is not enough provision to meet demand. This supports the local economy whilst meeting statutory guidance that council's should only provide childcare where the private and voluntary sector fails to do so.

The council, as part of its statutory duty to ensure sufficient childcare provides support and incentives to the private, voluntary and maintained sector to start up childcare businesses or expand in areas of the borough that have insufficient provision to meet future demand. This supports the local economy whilst meeting statutory guidance that the council should only deliver childcare where the private, voluntary and maintained sector fails to do so.

Where the council changes the early education and childcare service which it provides or if it ceases to directly deliver childcare families will be supported to find alternative provision which meets their needs. Centre staff will work closely with the Families Information Services to provide a personalised service to ensure that any transition is smooth for children and the families. The council is committed to ensuring that all children have the best start in life and have access to high quality early education and care and currently the rate of good and outstanding provision in Barnsley is 88% which is above the national average of 85%.

**18.0. Reduction of Crime and Disorder**

The proposed model will further support families and communities through the provision of early help strengthening community cohesion.

**19.0. Conservation of Biodiversity**

There are no implications as a result of this report.

**20.0. Glossary of Terms and Abbreviations**

**Main and linked sites:** open during core hours (this may vary depending on the needs of the community) and service users will be able to access on a drop-in, adhoc basis during opening hours.

**Outreach sites and community venues:** will operate groups and services on a planned and timetable basis. Families seeking information, advice and guidance and support outside these times will be able to access alternative main or linked Family Centre sites, telephone consultation or if appropriate their allocated Family Support Worker. The Families Information Service is also available to support and assist.

**21.0. List of Appendices**

Appendix 'A': Summary of Financial Implications  
Appendix 'B': Recommendations list

Background papers used in the compilation of this report are available to view by contacting the People Directorate, Barnsley MBC, PO Box 634, Barnsley, South Yorkshire, S70 9GG

Officer Contact: Claire Gilmore, Early Start & Families Strategy and Service Manager  
Tel. No. 773516  
Date: 25.1.2016

Financial Implications/  
Consultation .....  
*(to be signed by senior Financial Services officer  
where no financial implications)*

Appendix 1: Recommendations

Posts to be deleted from People/Early Start and Families Service												
<i>Post Number (if new position write 'new position')</i>	<i>Current Directorate and Service Area</i>	<i>Proposed Directorate and Service Area (if applicable)</i>	<i>Current Post Title</i>	<i>Current Grade</i>	<i>Current Hours</i>	<i>Current Reporting Line Manager</i>	<i>Deletion y/n</i>	<i>Proposed Post Title</i>	<i>Proposed Grade</i>	<i>Proposed Hours</i>	<i>Job Profile Number</i>	<i>Proposed Reporting Line Manager</i>
50009666	People BU1		Children's Centre Programme Manager	13	37	Claire Gilmore	Yes					
50082715	People BU1		Family Star Project Manager	9	37	Annette Martin-Meigh	Yes					
50076370	People BU1		Parent Education & Family Support Manager	9	37	Annette Martin-Meigh	Yes					
50096817	People BU1		Family Support Manager	9	37	Annette Martin-Meigh	Yes					
50007933	People BU1		Family Support Team Leader	8	37	Susan Duke	Yes					
50096818 50096819 50096820 50096821 50096822 50035603 50050320 50050387 50038035 50007935 50030087 50038351 50055484 50050322 50050393 50098267 50038481 50038703 50042131 50049874 50049926	People BU1		Family Support Workers x 28	7	37	Various	Yes					

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50050398 50039139 50035940 50046192 50096423 50050321 50050390												
50009721	People BU1		Sector Support Officer Finance	6	37	Annette Martin-Meigh	Yes					
50032550 50053161 50053127 50094482 50094483 50007863	People BU1		Children's Centre Area Managers x 6	11	37	Annette Martin-Meigh	Yes					
50032154 50038836 50007952 50037383 50098259 50037052 50044860 50039036 50009766 50046178 50096421	People BU1		Children's Centre Managers x 11	10	37	Various	Yes					
50035461 50038034 50034330 50038352 50098260 50038835 50009989 50039125 50061667 50030198	People BU1		Assistant Children's Centre Managers x 12	7	37	Various	Yes					

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50046501 50096422												
50035463 50038163 50039307 50038966 50098261 50039308 50040016 50038482 50036055 50046183 50046185 50096476	People BU1		Senior Early Years Practitioners x 12	5	37	Various	Yes					
50050397 50050388 50050399 50062872 50053303 50078672 50050395 50098268 50098269 50042984 50049927 50070252 50056224 50046299 50050396 50071183 50046190 50096424 50096475 50050391	People BU1		Outreach Workers x 20	3	37	Various	Yes					
50041244 50050967 50050968 50035462	People BU1		Early Years Practitioner x 60	3	37	Various	Yes					

**Posts to be deleted from People/Early Start and Families Service**

<i>Post Number (if new position write 'new position')</i>	Current Directorate and Service Area	Proposed Directorate and Service Area ( if applicable)	Current Post Title	Current Grade	Current Hours	Current Reporting Line Manager	Deletion y/n	Proposed Post Title	Proposed Grade	Proposed Hours	Job Profile Number	Proposed Reporting Line Manager
50042903												
50038348												
50042897												
50042898												
50079237												
50079238												
50007798												
50007936												
50041425												
50047442												
50041778												
50041427												
50046115												
50047628												
50040254												
50040255												
50039823												
50053516												
50055351												
50061217												
50067603												
50098263												
50098264												
50038081												
50042985												
50042986												
50009760												
50040041												
50009980												
50009984												
50009990												
50009985												
50009986												
50009754												
50074929												
50009988												
50061670												
50041662												

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<i>Post Number (if new position write 'new position')</i>	<i>Current Directorate and Service Area</i>	<i>Proposed Directorate and Service Area (if applicable)</i>	<i>Current Post Title</i>	<i>Current Grade</i>	<i>Current Hours</i>	<i>Current Reporting Line Manager</i>	<i>Deletion y/n</i>	<i>Proposed Post Title</i>	<i>Proposed Grade</i>	<i>Proposed Hours</i>	<i>Job Profile Number</i>	<i>Proposed Reporting Line Manager</i>
50009753 50048582 50038480 50061672 50079236 50079239 50035052 50042908 50063711 50051220 50035464 50046184 50046186 50046187 50047081 50046188 50046504 50096477												
50051310 50034736 50036262 50041157 50032913 50076416	People BU1		Relief Early Years Practitioners x 6	3	relief	Various	Yes					
50035604 50038319 50043960 50038350 50078402 50098270 50038320 50009982 50039540 50047079 50035244 50046181 50046182 50096483	People BU1		Reception/Clerical/  Admin Assistant x  14	3	37	Various	Yes					

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50046180	People BU1		Receptionist	2	18.5	Rachelle Alick	Yes					
50035778 50042905 50047478 50036137 50038347 50062869 50042975 50042976 50099061 50062870 50007940 50063785 50039824 50069769 50098265 50098266 50060836 50038346 50042987 50042988 50047578 50049767 50009767 50038484 50050643 50057798 50045511 50047811 50056223 50057691 50061665 50061666 50038803 50050413 50042135 50042906	People BU1		Early Years Assistants x 48	2	37	Various	Yes					

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50063712 50042907 50051219 50051381 50053158 50046294 50046550 50046507 50096478 50096479 50096480 50096481												
50036499 50047368 50039763 50047367 50047373 50047372 50038942 50012533 50038342 50042786 50047575 50038378 50039982 50040332 50043951 50062794 50098271 50038809 50047370 50039909 50038343 50047369 50047374 50047577 50061668 50061669	People BU1		Relief Early Years Assistants x 38	2	relief	Various	Yes					

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50061671 50061673 50046800 50042787 50044956 50047576 50038353 50047371 50055419 50057740 50054759 50096482												
50036569	People BU1		Caretaker	3	5	Lisa Myatt	Yes					
50042317	People BU1		Caretaker	3	37	Emma Lingwood	Yes					
50041242	People BU1		Café Manager	5	37	Sue Duke	Yes					
50041865	People BU1		Healthy Café Cook	2	22		Yes					
50047464	People BU1		Children's Centre Cook	2	20		Yes					
50041150	People BU1		Cook in charge	SALABET2	27.5	Emma Lingwood	Yes					
50046193	People BU1		Chef Manager	5	37	Rachelle Alick	Yes					
50046194	People BU1		Assistant Chef	2	37	Rachelle Alick	Yes					
50046503	People BU1		Relief Kitchen Assistant	RHOLP1	relief	Rachelle Alick	Yes					
50046195	People BU1		Relief Catering Assistant	RHLOP1		James O'Mara	Yes					

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Post Number (if new position write 'new position')	Current Directorate and Service Area	Proposed Directorate and Service Area (if applicable)	Current Post Title	Current Grade	Current Hours	Current Reporting Line Manager	Deletion y/n	Proposed Post Title	Proposed Grade	Proposed Hours	Job Profile Number	Proposed Reporting Line Manager
50059984	People BU1		Relief Receptionist/ Clerical Assistant	RHOLP03	relief		Yes					
50030476	People BU1		Relief Clerical Assistant	RHOLP02	relief		Yes					
50053176 50079384	People BU1		Relief Outreach Workers x 2	RHLOP03	Relief		Yes					
50078637	People BU1		Corporate Apprentice	YTS trainee	37		Yes					
50009981 50007955	People BU1		Finance & Monitoring Officer	6	37	Annette Martin-Meigh	Yes					
50041241	People BU1		Surestart Volunteer Coordinator	6	37	Annette Martin-Meigh	Yes					

### Posts to be moved from People to Core (Finance, Assets and Information)

Post Number (if new position write 'new position')	Current Directorate and Service Area	Proposed Directorate and Service Area (if applicable)	Current Post Title	Current Grade	Current Hours	Current Reporting Line Manager	Deletion y/n	Proposed Post Title	Proposed Grade	Proposed Hours	Job Profile Number	Proposed Reporting Line Manager
50040042	People/ BU1	Finance, Assets and Information	Caretaker/ handyman	4	18.5	Jacky Crawford	No	Caretaker/Driver	3	18.5	79743	Barry Howell
50051105	People/ BU1	Finance, Assets and Information	Caretaker	2	7	Sue Duke	No	Caretaker/Driver	3	7	79743	Barry Howell
50046505	People/ BU1	Finance, Assets and Information	Caretaker/ Reception	5	37	Rachelle Alick	No	Caretaker/Driver	3	37	79743	Barry Howell

**Posts to be created in People/ Early Start & Families Service**

<i>Post Number (if new position write 'new position')</i>	<i>Current Directorate and Service Area</i>	<i>Proposed Directorate and Service Area (if applicable)</i>	<i>Current Post Title</i>	<i>Current Grade</i>	<i>Current Hours</i>	<i>Current Reporting Line Manager</i>	<i>Deletion y/n</i>	<i>Proposed Post Title</i>	<i>Proposed Grade</i>	<i>Proposed Hours</i>	<i>Job Profile Number</i>	<i>Proposed Reporting Line Manager</i>
<b>New Position</b>		People BU1						Family Centre Manager  Central	11	37	96158	Claire Gilmore Early Start & Families Strategy & Service Manager
<b>New Position</b>		People BU1						Family Centre Manager  North & North East	11	37	96158	Claire Gilmore Early Start & Families Strategy & Service Manager
<b>New Position</b>		People BU1						Family Centre Manager  Dearne	11	37	96158	Claire Gilmore Early Start & Families Strategy & Service Manager
<b>New Position</b>		People BU1						Family Centre Manager  South & Penistone	11	37	96158	Claire Gilmore Early Start & Families Strategy & Service Manager
<b>New Position</b>		People BU1						Family Centre Development Manager x1	11	37	35511	Claire Gilmore Early Start & Families Strategy & Service Manager
<b>New position</b>		People BU1						Family Support Manager  (North & North East)	9	37	92764	Family Centre Development Manager

## Posts to be created in People/ Early Start & Families Service

Post Number (if new position write 'new position')	Current Directorate and Service Area	Proposed Directorate and Service Area (if applicable)	Current Post Title	Current Grade	Current Hours	Current Reporting Line Manager	Deletion y/n	Proposed Post Title	Proposed Grade	Proposed Hours	Job Profile Number	Proposed Reporting Line Manager
New position		People BU1						Family Support Manager  (Central)	9	37	92764	Family Centre Development Manager
New position		People BU1						Family Support Manager (Dearne, South & Penistone)	9	37	92764	Family Centre Development Manager
New position		People BU1						Healthy Lifestyle Co-ordinator x1  Gateway Plaza	6	37	94271	Family Centre Development Manager
New position		People BU1						Family Centre Inspection & Outcomes Officer x 1  Gateway Plaza	9	37	94273	Family Centre Development Manager
New position  x2		People BU1						Family Centre Development & Support Officers x 2  Gateway Plaza	6	37	92766	Family Centre Development Manager
New position  x 6.5		People BU1						Family Support Worker x 6.5  (Dearne)	6	37	59029	Family Support Manager (Dearne, South & Penistone)
New position  x 5.5		People BU1						Family Support Worker x 5.5  (South & Penistone)	6	37	59029	Family Support Manager (Dearne, South & Penistone)
New position  x 6		People BU1						Family Support Workers x 6  (North)	6	37	59029	Family Support Manager (North & North East)

## Posts to be created in People/ Early Start & Families Service

Post Number (if new position write 'new position')	Current Directorate and Service Area	Proposed Directorate and Service Area (if applicable)	Current Post Title	Current Grade	Current Hours	Current Reporting Line Manager	Deletion y/n	Proposed Post Title	Proposed Grade	Proposed Hours	Job Profile Number	Proposed Reporting Line Manager
New position X6		People BU1						Family Support Workers x 6  (North East)	6	37	59029	Family Support Manager (North & North East)
New position X 10		People BU1						Family Support Workers x 10  (Central)	6	37	59029	Family Support Manager (Central)
New position		People BU1						Reception/Clerical Admin  Rising Stars	3	37	43240	Family Centre Manager (Central)
New position		People BU1						Reception/Clerical Admin  Sunnybank	3	37	43240	Family Centre Manager (Central)
New position X 6		People BU1						Family Centre Outreach Worker x 6	3	37	94272	Family Centre Manager (Central)
New position		People BU1						Family Centre Assistant Manager x 1  Sunnybank	7	37	94270	Family Centre Manager (Central)
New position		People BU1						Senior Early Years Practitioner x 1  Sunnybank	4	37 (TTO)	47273	Family Centre Assistant Manager (Central)
New position X 6		People BU1						Early Years Practitioner x 6  Sunnybank	3	37 (TTO)	47272	Family Centre Assistant Manager (Central)

## Posts to be created in People/ Early Start & Families Service

Post Number (if new position write 'new position')	Current Directorate and Service Area	Proposed Directorate and Service Area (if applicable)	Current Post Title	Current Grade	Current Hours	Current Reporting Line Manager	Deletion y/n	Proposed Post Title	Proposed Grade	Proposed Hours	Job Profile Number	Proposed Reporting Line Manager
New position X 5		People BU1						Relief Early Years Practitioner x 5  Sunnybank	RHOLP03	Relief	47272	Family Centre Assistant Manager (Central)
New position		People BU1						Reception/Clerical Admin Embankment	3	37	43240	Family Centre Manager (Dearne)
New position		People BU1						Reception/Clerical Admin Dearne	3	37	43240	Family Centre Manager (Dearne)
New position X 5		People BU1						Family Centre Outreach Worker x 5	3	37	94272	Family Centre Manager (Dearne)
New position		People BU1						Family Centre Assistant Manager (Embankment) x 1	7	37	94270	Family Centre Manager (Dearne)
New position		People BU1						Senior Early Years Practitioner (Embankment) x 1	4	37 (TTO)	47273	Family Centre Assistant Manager (Embankment)
New position X 8		People BU1						Early Years Practitioners (Embankment) x 8	3	37 (TTO)	47272	Family Centre Assistant Manager (Embankment)
New position X 5		People BU1						Relief Early Years Practitioners x 5	RHOLP03	Relief	47272	Family Centre Assistant Manager (Embankment)

## Posts to be created in People/ Early Start & Families Service

Post Number (if new position write 'new position')	Current Directorate and Service Area	Proposed Directorate and Service Area (if applicable)	Current Post Title	Current Grade	Current Hours	Current Reporting Line Manager	Deletion y/n	Proposed Post Title	Proposed Grade	Proposed Hours	Job Profile Number	Proposed Reporting Line Manager
New position		People BU1						Family Centre Assistant Manager (Dearne) x 1	7	37	94270	Family Centre Manager (Dearne)
New position		People BU1						Senior Early Years Practitioner (Dearne) x 1	4	37 (TTO)	47273	Family Centre Assistant Manager (Dearne)
New position x 5		People BU1						Early Years Practitioners Dearne x 5	3	37 (TTO)	47272	Family Centre Assistant Manager (Dearne)
New position x 5		People BU1						Relief Early Years Practitioners x 5	RHOLP03	Relief	47272	Family Centre Assistant Manager (Dearne)
New position		People BU1						Reception/Clerical Admin Secret Garden	3	37	43240	Family Centre Manager (North & North East)
New position		People BU1						Reception/Clerical Admin Milefield	3	37	43240	Family Centre Manager (North & North East)
New position		People BU1						Reception/Clerical Admin Lundwood	3	37	43240	Family Centre Manager (North & North East)

## Posts to be created in People/ Early Start & Families Service

Post Number (if new position write 'new position')	Current Directorate and Service Area	Proposed Directorate and Service Area (if applicable)	Current Post Title	Current Grade	Current Hours	Current Reporting Line Manager	Deletion y/n	Proposed Post Title	Proposed Grade	Proposed Hours	Job Profile Number	Proposed Reporting Line Manager
New position		People BU1						Family Centre Outreach Co-ordinator x 1	7	37	92765	Family Centre Manager (North & North East)
New position X 8		People BU1						Family Centre Outreach Worker x 8	3	37	94272	Family Centre Outreach Co- ordinator
New position		People BU1						Family Centre Assistant Manager x 1  (Secret Garden)	7	37	94270	Family Centre Manager (North & North East)
New position		People BU1						Senior Early Years Practitioner x 1  (Secret Garden)	4	37 (TTO)	47273	Family Centre Assistant Manager  (Secret Garden)
New position X 4		People BU1						Early Years Practitioners x 4  (Secret Garden)	3	37 (TTO)	47272	Family Centre Assistant Manager  (Secret Garden)
New position X 5		People BU1						Relief Early Years Practitioners x 5	RHOLP03	Relief	47272	Family Centre Assistant Manager  (Secret Garden)
New position		People BU1						Family Centre Assistant Manager  (Milefield)	7	37	94270	Family Centre Manager (North & North East)

**Posts to be created in People/ Early Start & Families Service**

<i>Post Number (if new position write 'new position')</i>	<i>Current Directorate and Service Area</i>	<i>Proposed Directorate and Service Area (if applicable)</i>	<i>Current Post Title</i>	<i>Current Grade</i>	<i>Current Hours</i>	<i>Current Reporting Line Manager</i>	<i>Deletion y/n</i>	<i>Proposed Post Title</i>	<i>Proposed Grade</i>	<i>Proposed Hours</i>	<i>Job Profile Number</i>	<i>Proposed Reporting Line Manager</i>
<b>New position</b>		People BU1						Senior Early Years Practitioner x 1  (Milefield)	4	37 (TTO)	47273	Family Centre Assistant Manager  (Milefield)
<b>New position</b> <b>X 7</b>		People BU1						Early Years Practitioners x 7  (Milefield)	3	37 (TTO)	47272	Family Centre Assistant Manager  (Milefield)
<b>New position</b> <b>X 5</b>		People BU1						Relief Early Years Practitioners x 5	RHOLP03	Relief	47272	Family Centre Assistant Manager  (Milefield)
<b>New position</b>		People BU1						Reception/Clerical/Admin Darfield	3	37	43240	Family Centre Manager (South & Penistone)
<b>New position</b>		People BU1						Reception/Clerical/Admin  Jump	3	37	43240	Family Centre Manager (South & Penistone)
<b>New position</b>		People BU1						Reception/Clerical/Admin  Kings Oak	3	37	43240	Family Centre Manager (South & Penistone)
<b>New position</b> <b>X4</b>		People BU1						Family Centre Outreach Workers x 4	3	37	94272	Family Centre Manager (South & Penistone)

**Posts to be created in People/ Early Start & Families Service**

<i>Post Number (if new position write 'new position')</i>	<i>Current Directorate and Service Area</i>	<i>Proposed Directorate and Service Area (if applicable)</i>	<i>Current Post Title</i>	<i>Current Grade</i>	<i>Current Hours</i>	<i>Current Reporting Line Manager</i>	<i>Deletion y/n</i>	<i>Proposed Post Title</i>	<i>Proposed Grade</i>	<i>Proposed Hours</i>	<i>Job Profile Number</i>	<i>Proposed Reporting Line Manager</i>
New position		People BU1						Family Centre Assistant Manager (Darfield)x 1	7	37	94270	Family Centre Manager (South & Penistone)
New position		People BU1						Senior Early Years Practitioner x1 (Darfield)	4	37 (TTO)	47273	Family Centre Assistant Manager (Darfield)
New position x 9		People BU1						Early Years Practitioners x 9 (Darfield)	3	37 (TTO)	47272	Family Centre Assistant Manager (Darfield)
New position x 5		People BU1						Relief Early Years Practitioners x 5	RHOLP03	Relief	47272	Family Centre Assistant Manager (Darfield)