

TONBRIDGE & MALLING BOROUGH COUNCIL

LEISURE and ARTS ADVISORY BOARD

17 March 2008

**Report of the Chief Leisure Officer and the
Cabinet Member for Leisure, Youth and Arts**

Part 1- Public

**Matters for Recommendation to Cabinet - Non-Key Decision (Decision may be taken
by the Cabinet Member)**

1 SUMMER PLAYScheme 2008

Summary

This report updates Members on the arrangements for the 2008 Summer Playscheme (SP), and recommends a proposed list of venues and operational arrangements.

1.1 Background

1.1.1 It is proposed that this year's scheme will run for four weeks from Monday 28 July to Friday 22 August 2008 at 14 venues across the borough and will cater for children between 4 and 11 years.

1.2 SP Venues

1.2.1 Attached at **[Annex 1]** is the proposed list of venues for the 2008 SP, detailing operational arrangements, capacities and staffing levels. The booking of venues has progressed well, with all the 14 venues formally confirmed.

1.2.2 Members may be aware of a fire which has rendered Potters Mede pavilion unavailable for use this summer. Alternative arrangements have been made involving the use of Borough Green Primary School. The school has been registered with OFSTED for Playscheme use.

1.3 Partnership Arrangements

1.3.1 In terms of operational partners involved in the 2007 SP, Rainbow out of School Clubs (Hildenborough and West Malling), Barnies Day Nursery (Hadlow and Tonbridge Baptist Church) and Poppy Pre-School (Aylesford) have all formally confirmed their availability to operate these venues once again in 2008.

1.3.2 Written confirmation is awaited from Little Un's Day nursery regarding the operation of the Snodland venue.

1.4 Operational Arrangements

- 1.4.1 Following an operational review of the 2007 SP by the Leisure & Arts Advisory Board on 15 October 2007, a number of improvements and changes were recommended. These changes will be implemented in time for the 2008 Playscheme and include: new post titles for staff, extra uniforms for staff, improved transport efficiency and the restriction of Playscheme Plus to Borough residents only.
- 1.4.2 An online booking and payment system is being established in liaison with the IT Manager in time for SP applications this year. The system will allow parents to pay and book online for the first time. To ensure access to the Playscheme remains available to all, places will be reserved for postal booking only.
- 1.4.3 Each venue will be provided with one professional workshop each week, including Taekwon Do, Mini-squash, Circus Skills and Story Art.

1.5 Ofsted

- 1.5.1 Members will be aware that Ofsted apply 14 national standards for out-of-school care as a legal requirement, all of which must be complied with by the Council in the operation of the SP.
- 1.5.2 Ofsted inspected four of the 14 venues operated in 2007, as part of its cycle of inspections. The four venues have all been rated satisfactory to good, which I am sure Members will agree is very encouraging. Attached at **[Annex 2]** is a summary of recommendations raised within the Ofsted reports, all of which will be implemented in advance of the 2008 SP. Members will note that the issues raised are of relatively minor importance and do not have any cost implications.

1.7 Staffing

- 1.7.1 In accordance with the proposed list of venues at **[Annex 1]**, 75 staff will be required to work directly for the Council on the 2008 SP. Invitations to return have been sent to last year's staff. Early indications show more than 50% of last year's staff intend to return.
- 1.7.2 In line with industry practice, staff titles will be altered slightly this year. Previous Playleaders become Centre Managers; previous Deputy Playleaders become Deputy Centre Managers; previous Assistant Playleaders become Playworkers, and Specific Needs Assistants become Support Assistants.
- 1.7.3 Training will be provided for staff as required, with the aim of providing at least two first aid qualified workers and one staff member trained in the use of epipen at each centre. Additional training is provided in Playwork and on child protection matters.
- 1.7.4 Proposed staff pay rates for 2008 are as follows:

	2007 pay rate per hour (£)	2008 pay rate per hour (£)
Area Supervisor	7.60	7.80
Centre Manager	7.60	7.80
Deputy Centre Manager	6.80	7.00
Support Assistant	6.40	6.60
Playworker	6.00	6.20

1.8 Risk Assessment

- 1.8.1 A comprehensive risk assessment of all venues was carried out in 2006 in liaison with the Council's Health & Safety and Insurance Officers. In 2007 further risk assessments were carried out where changes, such as building works, had occurred, and on new sites. Further assessments will be carried out in 2008 as required.
- 1.8.2 Each of the facilities used will be requested to produce adequate insurance certificates and risk assessments.
- 1.8.3 All staff employed on the SP, whether directly by the Council or by operational partners, will undergo an enhanced Criminal Records Bureau check, in accordance with the Council's Corporate Child Protection Policy.

1.9 Legal Implications

- 1.9.1 The Council has powers to undertake this activity by virtue of Section 145 of the Local Government Act of 1972. Under the requirement of the Children's Act (1999) and in accordance with the Council's Child Protection Policy, all staff working on the programme will be subject to enhanced Criminal Record Bureau checks no older than 12 months.

1.10 Financial and Value for Money Considerations

- 1.10.1 The cost of the 2008 SP will be met from the 2008/09 Youth & Play Development Revenue Budget.

1.11 Policy Considerations

- 1.11.1 Healthy Lifestyles, Young People.

1.12 Recommendations

- 1.12.1 It is recommended to Cabinet that:
- 1) the proposed list of SP venues and operational arrangements outlined in the report be approved, and
 - 2) the proposed rates of pay and job titles for staff working on the SP be agreed.

The Chief Leisure Officer confirms that the proposals contained in the recommendations, if approved, will fall within the Council's Budget and Policy Framework.

Background papers:

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Nil

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