

# Report

9

|                  |   |
|------------------|---|
| Report to:       | <b>Community Services Committee</b>   |
| Date of Meeting: | <b>17 February 2015</b>   |
| Report by:       | <b>Executive Director (Community and Enterprise Resources)</b><br><b>Executive Director (Finance and Corporate Resources)</b> |

|          |   |
|----------|---|
| Subject: | <b>Additional Resources for the Delivery of Free School Meals to Pupils in P1 to P3</b> |
|----------|---|

## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ advise on action taken, in terms of Standing Order No. 36(c) because of the timescales involved, by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources), in consultation with the Chair and an ex officio member, to add 19.3 (FTE) Facilities Assistants (catering) to the current staffing establishment within Facilities, Waste and Grounds.

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the following action taken, in terms of Standing Order No. 36(c), by the Executive Directors (Community and Enterprise Resources) and (Finance and Corporate Resources) in consultation with the Chair and an ex officio member, be noted:-
- ◆ approval of the addition of 19.3 (FTE) Facilities Assistants (catering) at Grade 1, Level 1 being added to the current staffing establishment, as detailed at 5.1, within Facilities, Waste and Grounds to enable the delivery of free school meals to Primary 1-3 pupils from January 2015.

## 3. Background

3.1. In January 2014 the Scottish Government announced that from January 2015 all pupils in Primary 1, 2 and 3 would receive free school meals. Consultation has taken place with COSLA, Scottish Government and all South Lanarkshire primary schools.

## 4. Proposal

4.1. In order to introduce free school meals to all P1 – P3 pupils, consultation has taken place with each school in order to gather information in relation to each year group, pupil numbers; school meal uptake; free school meal uptake and related questions in regards to the impact of the introduction of free school meals.

4.2. In the vast majority of the Council's 122 primary schools, the implementation of free school meals can be achieved through additional sittings, provision of additional furniture and finding additional areas within other parts of the school for packed lunches.

4.3. Additional facilities assistants (catering) are required to accommodate the changes in provision.

## 5. Employee Implications

5.1. In order to support the implications of a free school meal to all P1 – P3 pupils, an amendment to Facilities, Waste and Grounds Services' Establishment will be required. That is the addition of 80 facilities assistant posts (19.3 FTE), at Grade 1 Level 1, SCP 15 – 16, employed for 10 hours per week (term time). The table below illustrates this position in relation to the current establishment:

| Post Title                      | Current No. of Posts (FTE) | Proposed No. of Posts (FTE) | Grade/ Level           | SCP Range | Hourly Rate | Annual Salary (based on 80 x 10 hours per week term time) | Total Costs (including oncosts) |
|---------------------------------|----------------------------|-----------------------------|------------------------|-----------|-------------|---|---------------------------------|
| Facilities Assistant (Catering) | 275.95                     | 295.25                      | Grade 1 (2014) Level 1 | 15-16     | £7.76       | £275,780  | £352,177                        |
|                                 |                            |                             |                        |           | £7.89       | £280,400  | £358,017                        |

All posts have been graded using the Council's job evaluation scheme.

## 6. Financial Implications

6.1. The additional staffing costs detailed in the table above will be funded from the monies provided by the Scottish Government in support of the free school meal initiative in P1–P3.

## 7. Other Implications

7.1. There are no issues in terms of sustainability in relation to the information contained within this report.

7.2. If the staffing arrangements are not in place, there is a risk this could impact on the delivery of free school meals for P1 – 3 pupils from January 2015.

## 8. Equality Impact Assessment and Consultation Arrangements

8.1. This report does not introduce new policy, function or strategy; consequently no impact assessment is needed.

8.2 Trade Unions have been fully consulted on these proposals.

**Paul Manning**

**Executive Director, (Finance and Corporate Resources)**

**Colin McDowall**

**Executive Director, (Community and Enterprise Resources)**

27 November 2014

**Link(s) to Council Values/Objectives**

- Get it right for every child
- Improve and maintain health

**Previous Reference**

None

**List of Background Papers**

None

**Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-Gerry Donachie, Operations Manager

Ext: 7729 (Tel: 01698 717729)

E-mail: [Gerry.donachie@southlanarkshire.gov.uk](mailto:Gerry.donachie@southlanarkshire.gov.uk)