



**Chris Ward** - Assistant Chief Executive  
(Community Planning)

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Ms Laurie Matthew  
Eighteen and Under  
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If calling please ask for **Mr Peter Allan**  
e-mail [peter.allan@dundeecity.gov.uk](mailto:peter.allan@dundeecity.gov.uk)  
Our Ref: PA/AR DCC15.9  
Your Ref:  
Date: 13 February 2009

Dear Ms Matthew

### **Eighteen and Under Project**

Thank you for attending the meeting on 23 January which was arranged to investigate the complaint and concerns relating to the service provided by your organisation to children and young people. This letter outlines the Council's response following the meeting which was attended by Ken McAra, Margo Dymock and Gordon Sharp on behalf of the Council, and the process by which we aim to work with your organisation to address the fundamental issues which relate to working with children or young people under the age of 16, and the recruitment and selection practice within the project.

#### Work With Children or Young People Under the Age of 16

After careful consideration of your response and a comprehensive review of your organisational structure, policies and practice guidance, we are informing you that it is the Social Work Department's view that your organisation does not meet adequate standards in terms of the protection and safeguarding of children and young people. We have therefore instructed our Social Work Teams and Social Work personnel not to have any further involvement with your organisation at this time, and to advise us of any child they are aware of that may be currently involved with your organisation.

Due to the nature of our concerns we are also advising you that we are duty bound to share our concerns with our partner agencies including Tayside Police, NHS Tayside and Dundee Voluntary Action.

We would ask you to co-operate with us by not accepting self-referrals from children or young people under the age of 16 until we have been able to meet with you to share our concerns in more detail regarding the governance, policies and practice within your organisation that do not meet Dundee City Council's required standards.

Furthermore, in light of the concerns identified above, the Education Department will suspend discussion relating to the procurement of a staff development package from Eighteen and Under while the investigation proceeds. Similarly, all schools and other educational establishments have been instructed to suspend any VIP sessions and any other involvement with the Eighteen and Under Project until advised otherwise by the department. Your organisation should not, therefore, approach schools to offer its services in the meantime.

如閣下不十分明白英語，請與以下的通訊處聯系。

যদি আপনি ইংরেজি বুঝতে অসুবিধা বোধ করেন

তাহলে অনুগ্রহ করে নিচের ঠিকানাতে যোগাযোগ করুনঃ

اگر آپ کو انگریزی سمجھنے میں مشکل پیش آتی ہے تو براہ کرم نیچے دیئے گئے پتے پر رابطہ کریں۔

নে ডুন্ডে সিটি কাউন্সিল সিস্টেম হিচ বেই মুম্বল টুইট

उां द्विपा बठवे हिस पउे उे मीपठक बठे:



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### Recruitment and Selection


Further discussion is required around the robustness and transparency of your recruitment and selection procedures. We will be asking for material which demonstrates that recruitment to the project complies with all relevant legislation in relation to Employment Law, has been consistent with the terms and conditions associated with your funding from the Dundee Partnership and accords with good practice for organisations working with vulnerable children and young people.

### Funding for 2009/10

Fairer Scotland Funding to the Eighteen and Under Project will end on 31 March 2009 unless your organisation can demonstrate that the issues listed above have been satisfactorily addressed. This will include meeting the standards required of organisations on the Social Work Department's Approved Provider List.

I believe that a further meeting has been set for 20 February 2009, and I look forward to hearing that progress is being made.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Peter Allan', with a stylized, flowing script.

Peter Allan  
Community Planning Manager