

REPORT

To: NORTH LANARKSHIRE COUNCIL	Subject: ESTABLISHMENT OF A PERFORMANCE REVIEW TEAM - DEPARTMENT OF SOCIAL WORK
From: HEAD OF SOCIAL WORK RESOURCES HEAD OF PERSONNEL SERVICES	
Date: 23 June 1999	Ref: AB/MB

1. Introduction

This report presents a joint submission from the Departments of Social Work and Administration (Personnel Services Division) in relation to staff grading issues associated with the establishment of a Performance Review Team within the Department of Social Work.

2. Background

2.1 The Social Work Committee of 8 June 1999 considered a report by the Director of Social Work in which it was proposed to establish a performance review team comprising:-

1 Performance Review Manager (PO11 £27,828 - £29,853)

2 Research Officers* (AP1 - PO2 £12,009 - £23,997)

1 Administrative Assistant (AP1 £12,009 - £12,879)

* 1 Research Officer's post is currently established at AP1 - PO2

2.2 The remit of the team would encompass the co-ordination of service monitoring, performance review and public consultation systems relating to the social work service plan and the achievements of best value in social work services. The senior post would have a key role in the production and monitoring of the Social Work Service Plan and the department's Best Value Reviews. In addition, the postholder would be accountable to the Principal Officers for monitoring and reviewing activities within their respective areas, with line management accountability to the designated Principal Officer.

2.3 The Director of Social Work proposed to finance the additional costs of establishing this team by (a) the deletion of an existing post of Senior Research Officer (PO5) and (b) the remaining £26,000 to be met from funding earmarked for modernising community care and child care services.

2.4 The Social Work Committee noted the terms of the report and remitted the report to the Finance and Personnel Services Committees for consideration of the funding proposals and staffing elements respectively.

2.5 At the Personnel Services Committee of 17 June 1999, there was submitted a report from the Head of Personnel Services in which a number of personnel related issues arising from the proposals, and considered in a Council wide context, were presented.

2.6 Specifically, these related to:-

- (a) the potential implications of establishing new posts dedicated to Best Value.
- (b) the extent to which the proposed post of Performance Review Manager was a review of the established post of Senior Research Officer rather than a newly established post, and
- (c) the concerns about the range of scale for the post of Research Officer.

2.7 The Personnel Services Committee, for its interest, determined that:-

- (1) the regrading of the post of Senior Research Officer from salary grade PO5 to salary grade PO8 and redesignation of the post to Performance Review Manager be approved;
- (2) the establishment of a post of Research Officer with a proposed range of scale at APV/PO2 be approved;
- (3) the establishment of a post of Administrative Assistant at salary grade AP1 be approved.

3. The Finance Committee of 17 June 1999 remitted the item of business to the Policy and Resources Committee of 21 June 1999 which agreed the transfer of funding within the departmental budget, taking into account the proposed amendments to posts agreed at the Personnel Services Committee.

4. Current Position

Following discussion between officers of the Departments of Social Work and Administration (Personnel Services Division), it has been agreed to submit a joint recommendation to the Council on the proposal to establish a Performance Review Team and which submission incorporates earlier considerations by the respective service Committees.

4.1 The post of Research Officer has been further reviewed in light of observations on the range of scale and in recognition of existing professional posts within the department. It is jointly agreed that the post be established at salary grade APIV/PO2 (£16,770 - £23,997).

5. Recommendations

On the basis of the consideration given at Committees in the current cycle of meetings the Council is invited to:-

- (1) approve the establishment of a Performance Review Manager, on the basis of regrading and redesignating the existing post of Senior Research Officer at a salary grade of PO8 (£25,914 - £27,828);
- (2) approve the establishment of a post of Research Officer at a salary grade of APIV/PO2 (£16,770 - £23,997);
- (3) approve the establishment of a post of Administrative Assistant at a salary grade of AP1 (£12,009 - £12,879);

- (4) approve the transfer of funds within the Social Work budget to finance the proposals, at an estimated cost of £26,000, along with deletion of a PO5 post.



Head of Social Work Resources



Head of Personnel Services