

NORTH LANARKSHIRE COUNCIL

REPORT

TO: Social Work (Planning and Administration) Sub Committee	Subject: SVQ Assessment Centre
FROM: Jim Dickie Director of Social Work	
DATE OF COMMITTEE: 30.03.99	
REPORT AUTHOR: I M Crawford	
REF: ic/aj/assess/99	

1 PURPOSE OF REPORT

- 1.1 To seek the committees approval to setting up a North Lanarkshire Social Work Scottish Vocational Qualifications(SVQ) Centre.
- 1.2 To seek committees approval for the establishment of the posts of Centre Co-ordinator and Centre administration assistant.
- 1.3 To seek Committee approval for the establishment of the post of Training Manager and the deletion of the current full time post of Senior Training Officer.

2 BACKGROUND

- 2.1 North Lanarkshire Council Social Work Department has operated jointly with South Lanarkshire Council Social Work Department as the Lanarkshire SVQ Assessment Centre since April 1996.
- 2.2 South Lanarkshire provided the two members of staff required for the centre with 50% of the cost recharged to North Lanarkshire.
- 2.3 All other costs for delivering the SVQ Assessment , Assessor and Verifier training are met on a proportionate basis according to the number of candidates assessed.
- 2.4 The costs of the centre are met from Scottish Office Specific Grant Training budget.
- 2.5 The revised Scottish Office targets for SVQ for this authority have increased to a level which is commensurate with the operation of a stand alone centre.
- 2.6 The two authorities are now adopting different strategies with regard to the development of SVQ which make it difficult to continue as a joint centre.
- 2.7 North Lanarkshire Social Work Department has adopted the Competence based approach to Employee Development and as such feel it is essential that the SVQ Assessment Centre is managed by North Lanarkshire staff who are committed to this approach.

3 PROPOSALS

- 3.1 North Lanarkshire Council Social Work Department should seek accreditation with the Scottish Qualifications Authority as an Assessment Centre for SVQ.
- 3.2 A post of Centre Contact should be established to deal with the management of the Assessment Centre and liaison with the Scottish Qualifications Authority.
- 3.3 In recognition of the appointment of a Centre Contact the number of Training Assessors will be reduced by one.
- 3.4 A part time post of Centre Administrator should be established to deal with SVQ administration.
- 3.5 A post of Training Manager should be established to rationalise the current structure and provide a clear management line for training function.
- 3.6 In recognition of the establishment of the post of Training Manager one full time Senior Training Officer post should be deleted from the establishment.

4 FINANCIAL IMPLICATIONS

- 4.1 The cost of these proposals in a full year will be as follows

Centre Contact	35hrs	PO2	£22,575
Administrator	17.5hrs	GS1/2	£5120
Training Manager	35hrs	PO8	£27207
Less			
Senior Training Officer	35hrs	PO5	£25914
Training Assessor	35hrs	AP4	£18,609
Contribution to Current Centre			£17,500
Resources Released for Direct Training			£7121

5 PERSONNEL IMPLICATIONS

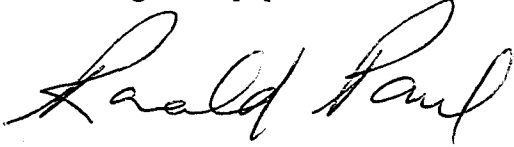
- 5.1 There are no similar posts to Centre Contact in this authority.
- 5.2 Training Manager grading relates to section heads in both Finance and Personnel.

6 RECOMMENDATIONS

- 6.1 The committee should approve the setting up of the North Lanarkshire Social Work SVQ Assessment Centre.
- 6.2 The committee should approve the establishment of the posts of Centre Contact and Centre Administrator with the subsequent reduction of one assessor post.
- 6.3 The committee should approve the establishment of the post of Training Manager and the deletion of a full time Senior Training Officer post.
- 6.4 The committee should refer this matter to Personnel Services Committee for its interest.

7 BACKGROUND PAPERS

7.1 Background papers are held by the Principal Officer (Personnel and Training)



Jim Dickie
Director of Social Work
17 March 1999

For further information on this report please contact , I M Crawford ,Principal Officer (Personnel and Training) (TEL: 01698 332037)