

## NORTH LANARKSHIRE COUNCIL

## REPORT

TO: Social Work Committee	Subject:  CREATION OF PERMANENT AND TEMPORARY POSTS
FROM: Director of Social Work	
DATE OF COMMITTEE: 21 November 2000	
REPORT AUTHOR: Ronnie Paul	
REF: RP/MY	

**1 PURPOSE AND CONTENT OF REPORT**

To seek Committee approval to create a number of posts within the Social Work Department.

**2. BACKGROUND**

The Department requires to create a number of posts as shown in the appendix for the following reasons:

- (a). As reported in the previous cycle a large number of vacancies exist within the Department at present resulting in gaps in services in crucial areas of activity. It is proposed that staff be recruited to redress this position and bring service delivery up to an acceptable standard.
- (b). Winter Pressures monies have been provided by Central Government as reported to Committee on 3rd October 2000 in Resources for Community Care Services, the purpose of these monies being to prevent delayed discharges of patients in hospitals during the coming winter. It is necessary to create the posts identified in the schedule to ensure that people are moved from acute beds within hospitals to appropriate community settings as soon as possible.
- (c). Additional monies have been provided by Central Government in response to the Youth Crime Review: Publication of the Advisory Group Report presented to Operations and Services Committee on 15th August 2000, and two separate reports on these monies are included in the current Committee papers. The proposed use of these monies has been agreed by the Scottish Executive and it is necessary to create the posts in order that we deliver on our proposed service objectives.

### 3. ADVERTISING OF POSTS

Due to the intense operational pressures being felt within the Social Work Department at present, resulting from the large number of vacancies, it was considered appropriate to place recruitment adverts in the national press at the earliest opportunity. Adverts were placed in the Glasgow Herald and the Scotsman on 27th October 2000 for the following new posts:

Moving and Handling Trainers  
Social Work Assistants  
Income Maximisers

### 4. FINANCIAL IMPLICATIONS

Funding for the posts exists within the existing Social Work Budget from slippage arising from non-filling of vacancies in the first half of the year and from additional resources provided by Central Government for Winter Pressures and for the Youth Crime Review. It is proposed that the temporary posts be created for a six month period initially subject to review later in the year as to whether this be extended.

### 5. RECOMMENDATION

- (a). Committee is asked to approve the creation and filling of the posts identified in the appendix.
- (b). Committee is asked to homologate the placing of adverts in the national press for the posts outlined in 3 above.
- (c). Remit the report to the Personnel Committee for approval.



**Jim Dickie**  
**Director of Social Work**  
**7th November 2000**

For further information on this report please contact R. Paul, Head of Social Work Resources  
(TEL: 01698 332023)

**NORTH LANARKSHIRE COUNCIL**  
**SOCIAL WORK DEPARTMENT**  
**TEMPORARY AND PERMANENT APPOINTMENTS**

**Posts to backfill vacancies; address key areas of activity**

<b>Post</b>	<b>Numbers</b>	<b>Locations</b>	<b>Remit</b>	<b>Funding</b>	<b>Status</b>
Social Work Assistants AP2/3	Maximum 30	<ul style="list-style-type: none"> <li>• Area Teams</li> <li>• Rapid Response Teams</li> <li>• HQ Child Care</li> </ul>	Limited assessment and care management provision to backfill Social Work vacancies and to facilitate implementation of Rapid Response teams	Mainline budget	T
Social Work Assistants (AP2 / 3)	2	<ul style="list-style-type: none"> <li>• Home Care</li> <li>• Community Care</li> </ul>	<ul style="list-style-type: none"> <li>• Help implement home care review</li> <li>• Co-ordinate residential and nursing home placements</li> <li>• Assist winter pressures activity with health services</li> </ul>	Mainline budget	P
Income Maximisers (AP2/3)	7	<ul style="list-style-type: none"> <li>• One per Area Team; one post split across health sectors</li> </ul>	<ul style="list-style-type: none"> <li>• Maximise income; home care charging policy</li> </ul>	Mainline budget	T
Clerical Assistant / Typist GS1/2	6	<ul style="list-style-type: none"> <li>• Area Teams</li> </ul>	<ul style="list-style-type: none"> <li>• Admin support to income maximisers</li> <li>• Maintain tracking systems, income maximisation</li> </ul>	Mainline budget	T
OT Technicians AP1	3	<ul style="list-style-type: none"> <li>• Resource Centre (but will provide a service to all six Area Teams)</li> </ul>	<ul style="list-style-type: none"> <li>• Assist implementation equipment and adaptations review</li> <li>• Help address OT backlog</li> </ul>	Mainline budget	T
Clerical Assistant / Typist GS1/2	3	<ul style="list-style-type: none"> <li>• Resource Centre</li> </ul>	<ul style="list-style-type: none"> <li>• Admin support to implement review</li> </ul>	Mainline budget	T
IT Trainers APV	2	<ul style="list-style-type: none"> <li>• HQ</li> </ul>	<ul style="list-style-type: none"> <li>• Implement home care review, SWIS</li> </ul>	Mainline budget	T
Moving and Handling Trainers	2	<ul style="list-style-type: none"> <li>• HQ</li> </ul>	<ul style="list-style-type: none"> <li>• Teach moving and handling techniques in line with Health and Safety legislation</li> </ul>	Mainline budget	p

PO2					
<b>Status T - temporary P - permanent</b>					
Occupational Therapists AP2/3	2	<ul style="list-style-type: none"> <li>To be agreed</li> </ul>	<ul style="list-style-type: none"> <li>Help implement review</li> <li>Cover for vacancies</li> <li>Address OT backlog</li> </ul>	Mainline budget	P
Senior OT Technician AP2/3	1	<ul style="list-style-type: none"> <li>Resource Centre</li> </ul>	<ul style="list-style-type: none"> <li>Supervision of and support to technicians</li> </ul>	Mainline budget	T
Admin Assistant AP1	1	<ul style="list-style-type: none"> <li>Resource Centre</li> </ul>	<ul style="list-style-type: none"> <li>Supervision of and support to Resource Centre Admin staff</li> </ul>	Mainline budget	T

**Permanent posts created from Winter Resources Funding that will form basis of Rapid Response Teams**

Mobile Wardens (Home Care Grade 2)	4	<ul style="list-style-type: none"> <li>Merrystone Care Base</li> </ul>	<ul style="list-style-type: none"> <li>Alleviate winter pressure</li> <li>Increase number of people receiving an enhanced home care service</li> </ul>	Mainline budget	P
Social Work Assistants AP2/3	4	<ul style="list-style-type: none"> <li>Rapid Response Teams</li> </ul>	<ul style="list-style-type: none"> <li>Alleviate winter pressures and support rapid response teams</li> </ul>	Winter pressures budget	P
OT Technicians AP1	2	<ul style="list-style-type: none"> <li>Rapid Response Teams</li> </ul>	<ul style="list-style-type: none"> <li>Alleviate winter pressures and support rapid response teams</li> </ul>	Winter pressures budget	P
Senior Clerical Assistant GS3	2	<ul style="list-style-type: none"> <li>Rapid Response Team</li> </ul>	<ul style="list-style-type: none"> <li>Alleviate winter pressure</li> <li>Support rapid response teams</li> <li>Liaise with bed managers and Area Teams</li> </ul>	Winter pressures budget	P
Home Care staff (Grade 1 & Grade 2)			<ul style="list-style-type: none"> <li>Increase number of people receiving intensive home care</li> </ul>	<ul style="list-style-type: none"> <li>Mainline budget</li> <li>Winter pressures budget</li> </ul>	P

**Implementation of New Burdens**

Senior Officer (Criminal Justice) PO2	1	<ul style="list-style-type: none"> <li>Headquarters, Criminal Justice</li> </ul>	<ul style="list-style-type: none"> <li>Develop policies and procedures in respect of sex offenders and to promote inter agency working</li> </ul>	Mainline budget	P
Senior Officer (Community Care) PO2	1	<ul style="list-style-type: none"> <li>Headquarters, Community Care</li> </ul>	<ul style="list-style-type: none"> <li>Co-ordinate winter pressure arrangements with health colleagues</li> <li>Oversee Rapid Response Team activity</li> </ul>	Mainline budget	P