

To: SOCIAL WORK COMMITTEE POLICY & RESOURCES (PERSONNEL) SUB COMMITTEE.		Subject: SUPPORTED EMPLOYMENT SERVICE REVIEW
From: DIRECTOR OF SOCIAL WORK		
Date: 9 MAY 2002	Ref.: MC/GMCI	

1. PURPOSE OF REPORT / INTRODUCTION

- 1.1 To advise the Social Work Committee of operational developments and current service review findings/issues in relation to supported employment.

2. BACKGROUND

- 2.1 The process of supporting adults with disabilities into employment was initiated in 1998. Methods of operation have evolved over subsequent years and currently need to develop further.
- 2.2 In 1998 two pilot projects were established i.e. Partnership Employment Project (PEP) in Bellshill funded by S.I.P. monies, and the ECHO Project, Wishaw which is mainline funded.
- 2.3 Following the success of these two projects the Social Work Committee agreed the funding for a further four job coaches who operate from Cumbernauld, Airdrie, Motherwell and Coatbridge Area Office. This in effect means the service is available throughout the council area.
- 2.4 To date the target group has been adults with learning disabilities, with priority given to young people leaving school / college who want to work in preference to attending day services.
- 2.5 Training for work is currently being established within the Council. A further two job coaches have recently been appointed to progress same with agreement for up to four individuals to be engaged in the scheme at any one point.

3. PROPOSALS/CONSIDERATIONS

3.1 *Current Position*

- 3.1.1 There are currently 10 job coaches employed by the council in the ECHO Project (4), in Area Teams (4), and Training For Work (2). They are graded at RW16 (SCP 20-23) £15,389 - £16,673. Working over 37 hours and 5 days over 7 is not required in the delivery of service.
- 3.1.2 There are, in addition, 3 posts of job trainer located in the Partnership Employment Project (P.E.P) through S.I.P. funding. These are graded AP3, working 35 hours Monday to Friday + 7.5% irregular hours payment.
- 3.1.3 The inconsistency in grades and conditions presents difficulties as workers are carrying out identical tasks in the various projects. There have been difficulties in recruiting and retaining staff within this area of work.
- 3.1.4 In 1998 when the original permanent ECHO posts were advertised there were approximately 80/90 applications. The last advert for permanent job coaches, in December 2001, attracted 20/30 applicants for two posts, but it was clear that the quality of applicants had reduced.
- 3.1.5 North Lanarkshire Council, in 1998, were in the vanguard of developments in this area of work, but are now in competition with other Councils and providers.
- 3.1.6 The difficulties in recruitment and retention previously outlined have had adverse impact on the progress of the number of people profiled, jobs found and indeed where jobs have been lost.
- 3.1.7 The Social Work Department has also been successful in obtaining funding from the Workstep Programme to employ a Job Coach post, for 12 months, to enable and implement development / progression plans for Workstep employees of the Council located at Beltane Workshop.

The Workstep Programme replaced the former Supported Employment scheme in 2001. Its objectives are to enhance the number of people with disabilities going into employment and to assist individuals in sheltered employment to progress to open employment.

3.2 *Proposals*

- 3.2.1. The Departments supported employment operation has developed over a number of years. This is reflected in the tasks and complexity of same which job coaches are required to carry out.
- 3.2.2. It is proposed to rationalise all posts of Job Coach and Job Trainer into posts of Job Coach at Spinal Column Points 23 - 27 + 7.5%.
- 3.2.3. The service will be centralised in a single location.

- 3.2.4. It is further proposed to support this expanding scheme with the creation of required administrative support. To date the scheme has expanded without this infrastructure. It is proposed that one post of Admin Assistant, Grade AP1, one post of Senior Clerical Assistant, Grade GS3, and 3 posts of Clerical Assistant, Grade GS1/2, are created. The administrative support proposed would also serve the Co-ordinator, Supported Employment and Senior Officer, Supported Employment posts.

3.3 *Future Developments*

- 3.3.1 Supported Employment is still in its infancy and its growth and the impact of the changing lives agenda will require continuous review / adaptation. The location, framework and management structure of Supported Employment are also presently being reviewed, and may require subsequent reports to committee.

4. **FINANCIAL/ PERSONNEL/ LEGAL/ POLICY IMPLICATIONS**

- 4.1 The following personnel implications apply:

- 4.1.1 Revision of the 13 current posts noted in this report into 13 posts of Job Coach, Spinal Column Points 23 - 27, with 7.5% enhancement for evening working - cost variance from the existing position £33,500

- 4.1.2 Creation of a Temporary Post of Job Coach, with specific responsibilities to the Workstep Programme - cost £17,000 plus on costs.

- 4.1.3 Creation of Administrative Posts of :

- Administrative Assistant, Grade AP1, cost £ 13,976 + on costs
- Senior Clerical Assistant, Grade GS3, cost £ 13,361 + on costs
- Clerical Assistants x 3, Grade GS1/2, cost £ 32,037 + on costs

- 4.2 The costs of the above developments can be met from existing budgets, development monies provided for work with service users with learning disability, and from the grant provided by the Workstep Programme.

- 4.3 The measures contained in this report will support the Council's policy of promoting Social Inclusion.

5. **RECOMMENDATIONS**

- 5.1 Committee is requested to:

- (i) Approve this report and the recommendations listed at Section 4 above.
- (ii) Submit this report to Policy and Resources (Personnel) Sub Committee for consideration.
- (ii) To otherwise note this report.



Jim Dickie

Director of Social Work

April 3rd 2002

*For further information on this report please contact R Paul, Head of Social Work Resources
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