

Report

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Report to:	Social Work Resources Committee
Date of Meeting:	12 October 2011
Report by:	Executive Director (Social Work Resources) Executive Director (Finance and Corporate Resources)

Subject:	Money Matters Advice Service Developments
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ request approval to develop the Money Matters Advice Service (MMAS) and increase the staffing establishments on a temporary basis for up to a year.

2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that 1 FTE Welfare Rights Officer, Grade 2, Level 4, SCP 50-57 (£23, 377 - £25, 932) and a 0.5 FTE clerical assistant, Grade 1, Level 1 – 3, SCP 11 – 26 (£6, 533 - £8, 176) be added to the establishment on a temporary basis for up to a year.

3. Background

3.1. Working in partnership with Regeneration and Inclusion Services within Enterprise Resources, an opportunity has been identified to improve the MMAS for pregnant women and parents of young children living in South Lanarkshire's regeneration areas of Rutherglen, Cambuslang, Blantyre, Larkhall and Clydesdale.

4. Phone Advice Line

- 4.1. In order to further develop the income maximisation, welfare benefit and money advice service for pregnant women and parents of young children, it is proposed to introduce for a temporary period of one year a dedicated, free phone advice service which would be facilitated by an experienced welfare rights officer and part time clerical support. It is anticipated the advice service would be operational from January 2012.
- 4.2. In addition to dedicated support being available for this vulnerable group, the existing links with other services would be strengthened including the involvement of the Children and Families Services, antenatal services, midwives and health visitors. The Welfare Rights Officer would also be supported by MMAS specialist advisers in local area teams to provide additional support if required.

- 4.3. In order to establish the effectiveness of the phone advice service as a method of service delivery, the uptake in respect of this new service development and the outcomes secured for individuals will be closely monitored in line with the MMAS quality standards. A review will be undertaken after an initial period of three months and a decision taken whether to continue with the project.

5. Employee Implications

- 5.1. It is proposed to increase the staffing establishment for the Money Matters Advice Service as follows:-

Post	No of posts			Grade	SCP range	Hourly rate	Annual salary	Gross Cost	Total cost
	Existing	New	Difference use + and -						
Welfare Rights Officer	6.6	7.6	+1.0	Grade 2 Level 4	50-57	£12.81 - £14.21	£23,377 - £25,932	£29,502 - £37,726	£29,502 - £37,726
Clerical Assistant	9.0	9.5	+0.5	Grade 1 Level 1-3	11-26	£7.16 - £8.96	£6,533 - £8,716	£8,245 - £10,318	£8,245 - £10,318
Total	15.6	17.1	+1.5					£37,747 - £48,044	£37,747 - £48,044

These posts have been graded using the Council's job evaluation scheme.

6. Financial Implications

- 6.1. In respect of the development of the phone advice service, the total employee costs are £48,044 per annum. Additional costs of approximately £2,000 per annum would also be incurred in respect of general administration expenses including phone rental, computer leasing costs and advertising. The total cost of the project would therefore be approximately £50,000 per annum.
- 6.2. The cost in respect of the initial period of three months of approximately £12,500 will be met from the Tackling Poverty Fund. Subject to the outcome of the review, funding to extend the service for the remaining nine months will be confirmed as part of the 2012/13 revenue budget process.

7. Other Implications

- 7.1. There are no additional risks associated with this report.
- 7.2. There are no sustainable development issues associated with this report.
- 7.3. A strategic environmental assessment was not required to be undertaken.

8. Equality Impact Assessment and Consultation Arrangements

- 8.1. The staffing proposal does not reflect a change in policy or procedures and an equality impact assessment is therefore not required.
- 8.2. Consultation has taken place with the trade unions regarding the proposed development.

Harry Stevenson
Executive Director (Social Work Resources)

Paul Manning
Executive Director (Finance and Corporate Resources)

14 September 2011

Link(s) to Council Values/Objectives

- ◆ People focused
- ◆ Working with and respecting others
- ◆ Tackling disadvantage and poverty
- ◆ Improve the lives of vulnerable children, young people and adults

Previous References

None

List of Background Papers

None

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

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