

SOCIAL WORK (PLANNING AND ADMINISTRATION) SUB - 6 January 1998

Motherwell, 6 January 1998 at 11 am.

A Meeting of the SOCIAL WORK (PLANNING AND
ADMINISTRATION) SUB-COMMITTEE

PRESENT

Councillor Sullivan, Convener; Councillors Chadha, Cox, Craig, Gordon, Lunny, J. McGuigan, W. Martin, Robertson and Saunders.

CHAIR

Councillor Sullivan (Convener) presided.

IN ATTENDANCE

The Committee Services Officer, Head of Social Work Development, Head of Social Work Resources, Principal Officer (Planning and Development) and Principal Officer (Community Care).

APOLOGIES

Councillors Beekman, Leitch, McCulloch, H. McGuigan, McKendrick and Wallace.

REGISTRATION OF ESTABLISHMENTS: NEW REGISTRATIONS AND/OR NOTIFICATION OF
CHANGES TO THE REGISTRATION OF INDIVIDUAL ESTABLISHMENTS

1. There was submitted a report (docketed) dated December 1997 by the Director of Social Work advising that, in accordance with Section 62 of the Social Work (Scotland) Act 1968 as amended by the Registered Establishments (Scotland) Act 1987, there had been approved New Registrations and/or Changes to the Registration of Individual Establishments, details of which were appended to the report.

Decided: that the terms of the report be noted.

CONTRACTING ARRANGEMENTS FOR SOCIAL CARE - UPDATE REPORT

2. With reference to paragraph 3 of the Minute of the meeting of this Sub-Committee held on 11 November 1997 when, inter alia, progress in establishing social care contracting within North Lanarkshire Council had been noted, there was submitted a report (docketed) dated December 1997 by the Director of Social Work (1) advising that the standard format for registered residential services funded through maintenance rates had now been agreed with the Head of Legal Services and comment had been invited from relevant care providers located in North Lanarkshire; (2) informing that two further standard formats, for day services and registered residential respite services, both funded through maintenance rate had been drafted and were currently being checked by the Head of Legal Services; (3) indicating that drafts relating to home care service pre-placement "call-off" contracts and day care services pre-placement "call-off" contract were at an

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advanced stage, and (4) intimating that Lanarkshire Health Board had indicated that no new nursing homes required to be included within the contractual framework and no new registered residential services required a contract.

Decided: that the terms of the report be noted.

CONTRACTING ARRANGEMENTS FOR SOCIAL CARE - LIST OF AUTHORISED PROVIDERS - UPDATE

3. With reference to paragraph 3 of the Minute of this Sub-Committee held on 11 November 1997 when, *inter alia*, the process for review and amendment of the list of authorised providers of Social Care Services which the Council had inherited from Strathclyde Regional Council had been approved, there was submitted a report (docketed) dated December 1997 by the Director of Social Work providing an update on the progress of the review of the list of Authorised Providers (1) advising that a major exercise had been undertaken to establish a computerised database; (2) proposing that the information contained on the database, as set out in the Appendices to the report would be subject to verification by provider organisations; (3) listing providers of registered services and non-registered services and new applications all as detailed in Appendices 1, 2 and 3 of the report respectively, and (4) intimating that the remaining providers on the inherited list had either failed to respond or indicated that they did not wish to be included.

Decided:

- (1) that approval be given
 - (a) to include providers listed in Appendix 1 of the report, in the Council's revised List of Authorised Providers of Social Care Services;
 - (b) to include providers listed in Appendix 2 on the revised List of Authorised Providers, pending full assessment by the Directors of Social Work, Finance and Administration, and
 - (c) to the removal of providers inherited from the predecessor Authority other than those listed in Appendices 1 and 2 from the List of Authorised Providers of Social Care Services, and
- (2) that providers and organisations listed in Appendix 3 of the report, be not included in the List of Authorised Providers until further discussion had taken place or a full assessment had been carried out by the Directors of Social Work, Finance and Administration; and
- (3) that information contained in the database as set out in the Appendices to the report be verified with provider organisations.

COMMISSIONING STRATEGY FOR LEARNING DISABILITY SERVICES - DEVELOPMENT OF SMALL LOCALLY BASED PROVIDERS

4. There was submitted a report (docketed) dated December 1997 by the Director of Social Work regarding the development of small scale local providers within the Council's overall commissioning strategy for learning disability services (1) outlining the background to and the need for the service; (2) detailing the proposed development of small scale local providers; (3) intimating that it was

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intended to seek expressions of interest from appropriate organisations, including existing voluntary organisations which could support emergent local organisations in North Lanarkshire, and (4) advising that there would be close co-operation with the Director of Planning and Development, and that discussions be sought within the Partnerships and Regeneration areas to ascertain the scope for further local developments.

Decided: that the terms of the report be noted.

SUPPLEMENTATION RATES IN ESTABLISHMENTS OUTWITH THIS AUTHORITY

5. With reference to paragraph 2 of the Minute of the meeting of this Sub-Committee held on 6 August 1997, when the arrangements for setting out Supplementation Rates increases for establishments outwith this Authority were approved, there was submitted a report (docketed) dated December 1997 by the Director of Social Work setting out further supplementation rate increases for establishments outwith the Authority.

Decided: that the new Supplementation Rate increases as detailed within Appendix 1 to the report be approved.

MAINTENANCE RATES - KIBBLE SCHOOL, PAISLEY

6. There was submitted a report dated December 1997 by the Director of Social Work setting maintenance rates for Kibble School, Paisley (1) outlining the current position in which Renfrewshire Council, the host authority, had been unable to agree a new maintenance rate with Kibble School, for 1997/98 due to the School seeking greater increases than that Council considered appropriate; (2) advising that, currently North Lanarkshire Council had one resident at Kibble School, funded jointly by the Social Work and Education Departments, and (3) intimating that every effort would be made to ensure that further placements would be restricted to those schools which had an agreed rate.

Decided:

- (1) that support be given to the stance taken by Renfrewshire Council;
- (2) that the Director of Social Work be authorised only to use the facility where no acceptable alternative was available, and
- (3) that the payment of the following rate set by Kibble School, Paisley, for 1997/98 with effect from 1 April 1997 be approved:

Block Rate	£1,085.00 per week
Spot Rate	£1,191.00 per week
Specialist Unit	£1,390.00 per week

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MAINTENANCE RATES - VOLUNTARY ASSOCIATION FOR MENTAL WELFARE (VAMW) ESTABLISHMENTS

7. There was submitted a report dated December 1997 by the Director of Social Work regarding the setting of maintenance rates for Voluntary Association for Mental Welfare (VAMW) establishments (1) intimating that VAMW currently operated seven residential homes for with learning disabilities with an eighth due to open in the near future; (2) detailing the current position which set out an individual rate for each project, and (3) advising that the variation in rates reflected variation in staffing agreed by the Director of Social Work for the establishments

Project Address	1996/97 Rate Per Week	1997/98 Rate Per Week	Date Effective
150 Gavin Street (a)	£395.70	£329.00	1 April 1997
150 Gavin Street (b)	£ -	£322.00	1 April 1997
107/9 Gavin Street	£ -	£343.00	1 April 1997
59/69 Gavin Street	£ -	£259.00	1 April 1997
35/37 Ailsa Crescent	£641.34	£658.00	1 April 1997
Greenlaw House	£387.31	£476.00	1 January 1998
49 Greenlaw Avenue	£ -	£210.00	1 April 1997
59 Greenlaw Avenue	£ -	£210.00	Date of first admission

Decided:

- (1) that the maintenance rates for the above projects be approved, and
- (2) that a full review of all the projects be undertaken over the next 12 months.

MAINTENANCE RATES - ALTERNATIVES FOR LIVING PROJECT

8. There was submitted a report dated December 1997 by the Director of Social Work regarding the setting of maintenance rates for Alternatives for Living a Limited Company providing residential care for adults with substantial learning disabilities and challenging behaviour (1) intimating the current situation, in which the project was registered for four places and had budgeted on the basis of 100% occupancy; (2) indicating that the project had now been operational for more than a year and was funded by Resource Transfer from Lanarkshire Health Board, and (3) detailing that the proposed budget for 1997/98 was £202,320.00, with the rate per week being £972.65.

Decided:

- (1) that the rate of £972.65 be approved for the Alternatives for Living project with effect from 1 February 1998, and
- (2) that the Director of Social Work arrange for the Convener to visit the Alternatives for Living Project and ascertain which members would like to visit at a future date.

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MAINTENANCE RATES - ST. PHILIP'S SCHOOL, PLAINS

9. There was submitted a report dated December 1997 by the Director of Social Work regarding the setting of maintenance rates for the residential school for children at St. Philip's School, Plains, (1) intimating the current position in which the school was registered for 36 places and had budgeted on the basis of 95% occupancy, and (2) detailing that the proposed budget for 1997/98 and setting out the weekly rates for 1997/98.

Decided: that approval be given to the maintenance rates for 1997/98 for St. Philip's School and effective from 1 April 1997 being:

Block Rate £980 per week
Spot Rate £1,085 per week

FERRIE HOUSE, GARTCOSH - RESPITE SERVICE- FUNDING

10. With reference to paragraph 6 of the Minute of the meeting of this Sub-Committee held on 13 November 1996 when, inter alia, a maintenance rate of £924.00 per week for the respite service at Ferrie House, Gartcosh had been approved, there was submitted a report dated December 1997 by the Director of Social Work (1) outlining the background to the respite service, which did not initially achieve its target occupancy rates; (2) intimating that the situation had now been rectified, and (3) advising that the deficit in the earlier part of the year had been discussed with the organisation and although savings on the initial budget had been agreed, a deficit of £25,000 remained in the current year.

Decided:

- (1) that a one off payment of £25,000 be made in the current financial year towards the deficit, the cost of which would be met from within existing budgets, and
- (2) that it be noted that the organisation was now operating within the agreed budget and occupancy rate.

LOCAL CARE PARTNERSHIPS SCHEME - NHS CIRCULAR MEL (1997) 57

11. There was submitted a joint report (docketed) dated 16 December 1997 by the Directors of Social Work and Housing in respect of the contents of the NHS Circular MEL (1997) 57, Local Care Partnerships Scheme for 1998/99 (1) outlining the background to and aims of the Scheme; (2) detailing the content of the Circular, which identified a total of £500,000 for distribution over 2 years for the whole of Scotland, with funding for individual projects under the Local Care Partnerships Scheme being for 1 year only; (3) advising that the Scottish Office anticipated that up to 6 Initiatives would be approved and supported from these funds; (4) setting out the details which would be required for each bid, in order to meet the assessment criteria and examples of type of bid that might be made, and (5) intimating that the deadline for submission of formal bids for funding for 1998/99 would be 31 March 1998, with bids for funding in 1999/2000 being submitted by 1 June 1998.

Decided:

- (1) that authorisation be given to the Director of Social Work for the preparation and submission of a joint proposal with Health and Housing Partners in North Lanarkshire for a bid under the Scheme, and
- (2) that the Director of Social Work to request the Scottish Office to extend the timescale for the submission of bids for funding in 1999/2000 beyond 1 June 1998 to allow adequate time for bid preparation.

MEMBERSHIP OF LANARKSHIRE AND GREATER GLASGOW HEALTH BOARDS

12. There was submitted a report (docketed) dated 22 December 1997 by the Director of Social Work (1) detailing current membership of both Lanarkshire and Greater Glasgow Health Boards, and (2) intimating that North Lanarkshire Council was not represented on either Board.

Decided:

- (1) that the current membership of Lanarkshire and Greater Glasgow Health Boards be noted;
- (2) that the Sub-Committee express its concern at the lack of North Lanarkshire Council representation on Lanarkshire Health Board and NHS Trusts;
- (3) that the Policy and Resources Committee consider representations to the Scottish Office on the issue of representation on Health Boards and NHS Trusts, and
- (4) that the Director of Social Work in conjunction with the Director of Administration report to a future meeting on issues relating to Council representation on NHS Trusts and other relevant bodies.

GREATER GLASGOW HEALTH BOARD CONSULTATION PAPER: - NEXT STEPS IN DEVELOPING SERVICES FOR PEOPLE WITH LEARNING DISABILITIES IN GREATER GLASGOW

13. There was submitted a report (docketed) dated 8 December 1997 by the Director of Social Work in respect of the contents of the consultation paper by Greater Glasgow Health Board on services for people with learning disabilities (1) outlining the background to the consultation paper; (2) indicating that Greater Glasgow Health Board currently spend £26.6 million on its learning disability services, 10% of which was spent on community services; (3) detailing four possible options which the Board had identified for the future of its own hospital based services and those purchased from other Scottish hospitals; (4) highlighting the implications of the preferred option of resettling the majority of long stay residents in the Community, in particular that Greater Glasgow Health Board had sought to renegotiate the financial framework for hospital discharge previously agreed with Strathclyde Regional Council, and (5) advising that at this stage it would be appropriate for the Council to seek the views of other local authorities in the Greater Glasgow Health Board area before deciding how the Council should proceed.

Decided:

- (1) that qualified support for the proposals in the consultation paper be expressed;
- (2) that concern be expressed regarding the proposed departure of Greater Glasgow Health Board from the financial framework for hospital discharge which had been jointly agreed with its constituent local authorities;
- (3) that the views of other local authorities in the Greater Glasgow Health Board area be sought, with regard to the proposed reduction in resource transfer levels to local authorities for the remainder of the discharge programmes;
- (4) that the views of other local authorities be reported to a future meeting.

PRIMARY CARE: A DIRECTION STATEMENT - DRAFT CONSULTATION PAPER FROM GREATER GLASGOW HEALTH BOARD

14. There was submitted a report (docketed) dated 3 December 1997 by the Director of Social Work in respect of a consultation paper from Greater Glasgow Health Board covering the physiotherapy, speech and language therapy, dietetic, podiatry/chiropractic and occupational therapy services (1) advising that the consultation paper was one in a series produced by Greater Glasgow Health Board covering the direction of primary care in the Greater Glasgow area; (2) detailing the content and common key principles of the draft consultation paper; (3) intimating that the draft consultation paper covered a number of issues of relevance to the Council's Social Work Services, and (4) indicating that clarification was required in some issues particularly Occupational Therapy Provision.

Decided: that the comments set out in the Director of Social Work's report be endorsed as the Council's response to the Greater Glasgow Health Board Draft Consultation Paper on Primary Care provision.

ADJUSTMENTS TO AREA TEAM ADMINISTRATION

15. There was submitted a revised report (docketed) dated 15 December 1997 by the Director of Social Work regarding adjustments to the Personnel/Finance and Administration function in Social Work Area Teams (1) outlining the background to and financial implications of the adjustments, and (2) proposing that twelve of the current Senior Clerical Assistant posts graded GS3 should be regraded to Administrative Assistant grade AP1, with one Senior Clerical Assistant post being frozen and the Area Teams being restructured as per Appendix A to the report.

Decided:

- (1) that the adjustments to Social Work Area Team Administration as detailed within the report be approved, and
- (2) that the report be remitted to the Personnel Services Committee for its consideration.

OVERTIME PAYMENTS TO SOCIAL WORK DEPARTMENT STAFF

16. **C** There was submitted a report dated 8 December 1997 by the Director of Social Work regarding payment of overtime to Social Work Department employees above Spinal Column Point 35 (SCP35) (1) outlining the background to the agreed Core Conditions of Service, in which the payment of overtime to Officers paid above SCP35 could only be authorised by the appropriate Service Committee; (2) intimating that the requirement to work overtime often required short notice and would require Committee approval, and (3) indicating that overtime payments for SCP35, were strictly controlled with the overtime being authorised by the Director of Social Work only where it was essential to meet the exigencies of the service.

Decided:

- (1) that the Director of Social Work be authorised to agree such overtime working as may be necessary for the carrying out of Departmental responsibilities;
- (2) that the Director of Social Work ensure that overtime was only worked by officers above SCP35 when it was deemed essential to meet the obligations and responsibilities of the Department;
- (3) that a report of such hours worked be made to Committee on a six weekly basis;
- (4) that the costs of overtime for such officers be met from current revenue budgets, and
- (5) that the report be referred to the Personnel Services Committee for consideration.

LAND AND PROPERTY SURPLUS TO REQUIREMENTS**(1) LAND AT EDWARD LAWSON CENTRE, WISHAW**

17. There was submitted a report dated December 1997 by the Director of Social Work proposing that an area of land at the Edward Lawson Centre, 297 Coltness Road, Wishaw, be declared surplus to requirements, and indicating that the land was adjacent to a former Hotel for which a planning application had been lodged for the conversion of the former Hotel into ten residential flats, and which would involve the purchase of an area of ground currently part of the Edward Lawson Centre.

Decided:

- (1) that the area of land as described within the report be declared surplus to requirements of the Department;
- (2) that the matter be remitted to the Planning and Development (Buildings and Property) Sub-Committee to conclude the sale and that improved vehicle access and parking space for the Edward Lawson Centre be negotiated as part of the conditions of sale, and

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(2) PROPERTY AT 53 BLAIRHILL STREET, COATBRIDGE

18. There was submitted a report dated December 1997 by the Director of Social Work regarding property at 53 Blairhill Street, Coatbridge, which was surplus to requirements and proposing that the resultant Capital Receipt be used to enhance Social Work facilities in the area covered by the Coatbridge Social Work Area Office. The Convener referred orally to the departure from Council policy in connection with the allocation of Capital Receipts to enhance departmental provision, but considered that in this case there were exceptional circumstances which warranted such consideration.

Decided:

- (1) that the premises at 53 Blairhill Street, Coatbridge, be declared surplus to requirements;
- (2) that the report be referred to the Planning and Development (Buildings and Property) Sub-Committee for its consideration, and
- (3) that consideration be given to the capital receipt being used to enhance Social Work facilities in the area covered by the Coatbridge office be referred to the Policy and Resources Committee.

(3) LAND AT NEW EDINBURGH ROAD, VIEWPARK - PROPOSED SALE TO CALDER HOMES LIMITED

19. With reference to paragraph 5 of the Minute of the meeting of the Planning and Development (Buildings and Property) Sub-Committee held on 11 November 1997 when, *inter alia*, the sale of 25 m² of land at New Edinburgh Road, Viewpark to Calder Homes Limited for the sum of £15,000 be approved and that the matter be referred to this Sub-Committee for information, there was submitted a report (docketed) dated 11 November 1997 by the Director of Planning and Development regarding the proposed sale of land at New Edinburgh Road, Viewpark.

Decided: that the terms of the report be noted.