

**Motherwell, 30 March 1999 at 11 am.**

A Meeting of the **SOCIAL WORK COMMITTEE**

**PRESENT**

Councillor W. Martin, Convener; Councillors McElroy and Sullivan, Vice-Conveners; Councillors Beekman, Chadha, Connelly, Cox, Craig, Curley, Gordon, Heberton, Lunny, McCulloch, J. McGuigan, McLaughlin, Macleod, J. Martin, M. Murray, Ross, Scott and Shaw.

**CHAIR**

Councillor W. Martin (Convener) presided.

**IN ATTENDANCE**

The Chief Committee Services Officer, Director of Social Work, Head of Social Work Development, Head of Social Work Resources, Head of Social Work Services and Principal Officer, Welfare Rights.

**APOLOGIES**

Councillors Leitch, McAlorum, McCabe, Maginnis, S.V. Murray and Robertson.

**ESTABLISHMENT OF A JOINT EDUCATION AND SOCIAL WORK BUDGET TO FIND PLACEMENTS AT RESIDENTIAL SCHOOLS FOR VULNERABLE YOUNG PEOPLE**

1. With reference to paragraph 17 of the meeting of the Education Committee held on 9 March 1999 when that Committee, *inter alia*, approved the establishment of a joint Education and Social Work budget to fund residential school placements for vulnerable young people, and remitted the report to this Committee for consideration, there was submitted the said report dated 22 February 1999 by the Director of Education thereon.

**Decided:** that the proposals outlined in the report be approved.

**UPRATING OF APPROVED NURSING AND RESIDENTIAL HOME RATES FOR 1999/2000**

2. There was submitted a report (docketed) dated 17 March 1999 by the Director of Social Work proposing the uprating of the Council's rates for private and voluntary nursing and residential care homes in line with the Department of Social Security (DSS) benefit upratings for 1999/2000 (1) detailing in Appendix 1 to the report the DSS residential rates; (2) intimating the proposed rates for private and voluntary nursing and residential care homes for 1999/2000, and (3) proposing that the standard weekly client contribution for respite care in private and voluntary nursing homes and residential care homes be £111.40.

**Decided:**

- (1) that the uprated levels of DSS residential care allowances which would apply from April 1999 be noted;
- (2) that approval be given for private and voluntary nursing and residential care homes to be paid at the revised rates detailed in the report from 19 April 1999;

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- (3) that the payment of the Very Dependent Elderly rate for all elderly people and people with mental health problems in private and voluntary nursing and residential care homes who are funded in part or in full by the Council with effect from 19 April 1999 be approved, and
- (4) that a standard charge of £111.40 per week to Council funded clients for respite care in private and voluntary nursing homes and residential care homes be approved.

### SUPPLEMENTATION RATE INCREASES IN ESTABLISHMENTS OUTWITH THIS AUTHORITY

3. There was submitted a report (docketed) dated 17 March 1999 by the Director of Social Work setting out further supplementation rate changes set by other Local Authorities for Registered Residential and Day Care establishments based in the voluntary sector within their areas.

**Decided:** that the new Supplementation Rates as detailed in Appendix 1 to the report be noted.

### NORTH LANARKSHIRE CARE AND REPAIR PROJECT

4. With reference to paragraph 41 of the Minute of the meeting of the Housing Committee held on 10 March 1999 when, inter alia, that Committee authorised expenditure for the expansion of the Care and Repair Project, there was submitted a report (docketed) dated 10 March 1999 by the Director of Social Work advising that due to the success of the Care and Repair Project it was proposed that additional recurring funding of £1,814 from the Community Care budget be made available for the project in addition to the £15,000 previously approved by this Committee on 10 June 1997.

**Decided:** that a further £1,814 recurring revenue funding be approved for the Care and Repair Project.

### PRINCESS ROYAL TRUST FOR CARERS - CONTINUATION OF FUNDING

5. With reference to paragraph 10 of the Minute of the meeting of the Social Work (Planning and Administration) Sub-Committee held on 11 August 1998 when, inter alia, there had been approved funding of £12,500 for the period to March 1999 for the Princess Royal Trust for Carers - Lanarkshire Carers Centre and the additional funding of £3,125 (part year) and £6,250 (full year) was approved for the Princess Royal Trust for Carers - Lanarkshire Carers Centre, there was submitted a report (docketed) dated 9 March 1999 by the Director of Social Work (1) outlining the background to the funding for the Princess Royal Trust for Carers, and (2) seeking approval for the continuation of the funding for the Princess Royal Trust for Carers - Lanarkshire Carers Centre of £18,750 per year.

**Decided:** that the continuation of funding for the Princess Royal Trust for Carers - Lanarkshire Carers Centre of £18,750 per year be approved.

### SOCIAL WORK SERVICE PLAN 1999-2002 PUBLICITY AND INFORMATION ARRANGEMENTS

6. With reference to paragraph 9 of the Minute of the meeting of this Committee held on 19 January 1999 when, inter alia, the Social Work Service Plan was noted and the strategic aims, objectives and priorities for the Social Work Department were endorsed, there was submitted a report (docketed) dated 10 March 1999 by the Director of Social Work (1) intimating that to inform the public and joint partners of the contents of the Service Plan it was proposed that there be a public launch of the plan; (2) proposing that a Service Plan summary be produced and distributed to all Social Work staff, elected Members, other Council Departments and partner agencies; (3) indicating that it was

proposed that a leaflet be produced and distributed to a wide range of external agencies and the public to explain the Department's functions and how to access departmental services through Area Team offices, and (4) advising that the cost of printing and distributing 5,000 copies of the Service Plan summary and leaflet would be £3,621 which could be met through the existing Social Work budget.

**Decided:**

- (1) that the public launch of the Social Work Service Plan be approved, and
- (2) that the expenditure of £3,621 for the publication of the summary Service Plan and the leaflet be approved.

**SOCIAL WORK COMPLAINTS PROCEDURE**

7. With reference to paragraph 16 of the Minute of the meeting of this Committee held on 21 April 1998 when the Social Work Department's Complaints Procedure was approved, there was submitted a report (docketed) dated March 1999 by the Director of Social Work regarding the adoption of revised procedures for receiving and dealing with complaints about the services provided by or on behalf of the Social Work Department (1) advising that the complaints procedure had been reviewed to enable the Department to improve its handling of complaints; (2) indicating that from 1 April 1999 in addition to the current arrangements for dealing with formal complaints the Department would record and analyse complaints/concerns raised informally by service users or their representatives, and (3) proposing to increase the numbers and widen availability of designated Officers authorised to receive, investigate and respond to complaints as set out in Appendix 1 to the report.

**Decided:** that the revised complaints procedure be approved.

**REVISED REGISTRATION GUIDELINES**

8. There was submitted a report (docketed) dated March 1999 by the Director of Social Work regarding the adoption of revised registration guidelines to inform care providers of standards required for initial and continued registration and to define procedures for Officers in undertaking tasks associated with registration and enforcement (1) outlining the legislative background pertaining to registration of residential and day services; (2) intimating that revised draft guidelines had been updated and developed to take account of changes in Scottish Office guidance and operational experience; (3) proposing that the charge for the registration guidelines be revised and uprated to £30 per copy; (4) intimating that although there was a White Paper on the proposed relocation of regulatory functions associated with registration and inspection to a national agency independent of local authorities it remained relevant that the Council establish local standards and registration arrangements which were up to date and comprehensive, and (5) advising that prior to finalising the guidelines, wider comment would be sought from representatives of the independent sector covering a wide range of client groups.

**Decided:** that the adoption of the revised registration guidelines, subject to consultation with local provider organisations be approved.

**ARRANGEMENTS FOR THE IMPLEMENTATION OF SWSG 11/98 - COMMUNITY CARE:  
REGISTRATION OF RESIDENTIAL AND OTHER ESTABLISHMENTS FOR ADULTS AND  
CHILDREN**

9. With reference to paragraph 15 of the Minute of the meeting of this Committee held on 6 October 1998 when publication of the guidance for inspection of local authority based services was noted and it was agreed that the Director of Social Work report to a future meeting of the Committee on the possible resource implications arising from the guidance, there was submitted a report (docketed) dated 24 March 1999 by the Director of Social Work (1) detailing the Councils proposed action on the guidance which would commence on April 1999; (2) advising that the fifteen day service centres provided by the Council would require inspection, twice annually, by an arms length inspection team, and (3) detailing the workload implications for the registration and inspection unit following publication of the guidance.

**Decided:**

- (1) that the proposed arrangements for inspection of local authority day services be approved, and
- (2) that the measures taken by the Director of Social Work to prepare the Council's own services for future registration be approved.

**PROPOSED REVIEW OF FOSTERING ALLOWANCE PAYMENTS**

10. There was submitted a report (docketed) dated 7 July 1998 by the Director of Social Work on the outcome of the review of the Fostering Allowance Scheme in operation in North Lanarkshire and seeking approval to the revised scheme which would rationalise the payment of allowances for all children being looked after and accommodated in foster care by the Council (1) outlining the background to the fostering payment scheme currently operational in North Lanarkshire; (2) detailing in Section 3 of the report the proposed Fostering Allowance Scheme; (3) intimating that in special circumstances the Scheme may give consideration to assisting with special one-off payments to foster carers and that where the individual cost of a proposal exceeded £5,000 it would be presented to Committee for consideration, and (4) informing that the additional cost of £100,000 could be met from the service enhancements agreed in the 1999/2000 Budget.

**Decided:**

- (1) that the proposed Fostering Allowance Scheme for all children and young people in North Lanarkshire be approved, and
- (2) that requests for special one off payments of over £5,000 to meet exceptional needs are presented to Committee for consideration.

**SPECIAL PAYMENTS TO FOSTER CARERS**

11. There was submitted a report (docketed) dated 8 March 1999 by the Director of Social Work seeking a special fostering payment to two permanent foster carers towards the purchase of a family car and payment towards relocation costs (1) detailing in section 2 of the report the background to the applications for special fostering payments; (2) proposing that the Council (a) contribute £1,600 towards the purchase of a family car, and (b) contribute £5,800 towards the financial expenditure incurred in relocating the family home, and (3) intimating that requests for money to meet extraordinary expenditure to meet the particular needs of each child is not provided for in fostering allowances and that the cost totalling £7,400 would be met from existing fostering budgets specifically set aside for such purposes.

**Decided:**

- (1) that approval be given to contribute £1,600 to the cost of a large family estate car for Mr. and Mrs. M, and
- (2) that approval be given to contribute £5,800 towards the extraordinary expenses incurred by Mr. and Mrs. D in the relocation of the family home.

**SCOTTISH VOCATIONAL QUALIFICATIONS ASSESSMENT CENTRE**

12. There was submitted a report (docketed) dated 17 March 1999 by the Director of Social Work proposing that a North Lanarkshire Scottish Vocational Qualification (SVQ) Assessment Centre be set up (1) indicating that posts of Centre Co-ordinator, Centre Administration Assistant and the post of Training Manager would be established and that the posts of Senior Training Officer and Training Assessor be deleted from the establishment; (2) outlining the background to the current Lanarkshire SVQ Assessment Centre which had been jointly operated with South Lanarkshire Council since April 1996; (3) detailing the financial implications in Section 4 of the report, and (4) advising that the Training Manager would be graded in relation to a Section Head post.

**Decided:**

- (1) that the setting up of a North Lanarkshire Social Work SVQ Assessment Centre be approved;
- (2) that posts of Centre Contact, Centre Administrator and Training Manager be approved;
- (3) that the posts of Senior Training Officer and Training Assessor be deleted from the Departmental establishment, and
- (4) that the report be referred to the Personnel Services Committee for consideration.

**MODERNISING COMMUNITY CARE AND IMPROVEMENT OF CHILD CARE - IMPLEMENTATION PROPOSALS**

13. There was submitted a report (docketed) dated 25 March 1999 by the Director of Social Work (1) outlining the background to the Scottish Office Action Plans for Improvement of Child Care Services and Modernising Community Care; (2) detailing in Section 3 of the report the proposals for each of the priorities set out in the Social Work Service Plan and the Action Plan for Modernising Community Care; (3) setting out the proposals for the priorities for service enhancements for improvements in children's services as set out in the Social Work Service Plan and the Children's Services Development Plan; (4) intimating that the service developments as detailed in Sections 3 and 4 of the report could be met within the approved budget which incorporated additional resources of £1,590,000 for phasing in the service enhancements during the current financial year, and (5) setting out in the Appendices to the report the personnel implications of the service developments.

**Decided:**

- (1) that the service developments as set out in the report be approved, and
- (2) that the report be remitted to the Personnel Services Committee for consideration and approval of the proposals summarised in the appendices to the report.

**SECTION 10 FUNDING**

14. There was submitted a report (docketed) dated 24 March 1999 by the Director of Social Work regarding applications received from voluntary organisations requesting funding under Section 10 of the Social Work (Scotland) Act 1968 (1) outlining the background to Section 10 of the Social Work
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(Scotland) Act 1968; (2) indicating that the Section 10 budget for 1999/2000 was £226,000; (3) advising that 58 applications for Section 10 Funding had been received; (4) detailing the criteria and the factors which were taken into consideration in determining the funding recommended; (5) setting out in the Schedule to the report the recommended level of Section 10 grant for each organisations which had applied for grant; (6) indicating that the recommended grants amounted, in total, to £170,411 leaving a balance of £55,900, and (7) recommending that the balance of £55,900 should not be allocated until a review of the Women's Aid Organisations in North Lanarkshire had been completed and further information had been received from Community and Voluntary Organisations Council (CAVOC) in connection with their application for lottery funding.

**Decided:**

- (1) that the funding recommendations as set out in the schedule to the report be approved, and that the Director of Social Work be authorised to make the appropriate payments subject to the monitoring requirements set by the Director being satisfied, and
- (2) that the Director of Social Work bring forward a further report (a) following the outcome of the Women's Aid Organisation's review, and (b) when CAVOC's lottery application had been determined.

**REPORT ON ADDICTION SERVICES**

15. With reference to paragraph 4 of the Minute of the meeting of this Committee held on 2 June 1998 when, *inter alia*, it had been agreed that the Director of Social Work present a finalised report on addiction strategy to a future meeting of the Committee, there was submitted a report (docketed) dated March 1999 by the Director of Social Work regarding the progress which had been achieved in developing the addiction services in North Lanarkshire (1) detailing the extent of the addiction problem in North Lanarkshire; (2) setting out in Section 4 of the report details of the current service provision and of the four specialised departmental projects for people who are misusing alcohol and drugs; (3) outlining that discussions were required with Lanarkshire Health Board and Lanarkshire Health Care Trust in order to define and agree respective addiction responsibilities for all agencies concerned; (4) advising that discussions had taken place between the Directors of Social Work and Housing to develop supported accommodation in the main geographic areas of North Lanarkshire; (5) indicating the range of services developed by Lanarkshire Health Board and Lanarkshire Health Care Trust to deal with the growing problem of drug misuse; (6) intimating service development proposals for four additional Addiction Councillors at a total cost of £63,000; (7) proposing that the title of Addiction Service be replaced by Substance Misuse Services, and (8) advising that the financial implications of the proposals would require a further £35,000 to be obtained from the residential rehabilitation budget.

**Decided:**

- (1) that the proposals contained within the report be approved;
- (2) that following conclusion of formal agreement with the Lanarkshire Health Board and Lanarkshire Health Care Trust on the adoption of the Addiction Strategy for Lanarkshire the Director of Social Work submit a further report;
- (3) that it be agreed that the title of the Addiction Services be changed to Substance Misuse Services, and
- (4) that the staffing implications contained within the report be remitted to the Personnel Services Committee for consideration.

**CONFERENCE - NEW COMMUNITY SCHOOLS**

16. There was considered an invitation from Children in Scotland to attend a conference entitled “New Community Schools” to be held in Glasgow on 19 April 1999.

**Decided:** that the Convener be authorised to attend.