

NORTH LANARKSHIRE COUNCIL

REPORT

TO: Social Work Committee	Subject: ADVISORY COMMITTEE ON INSPECTION - FUTURE COMPOSITION AND ARRANGEMENTS
FROM: Jim Dickie, Director of Social Work	
DATE OF COMMITTEE: 24 August 1999	
REPORT AUTHOR: Dennis O'Donnell	

1 PURPOSE OF REPORT

- 1.1 To advise members on the operation of the Advisory Committee on Inspection over the past two years and of proposed future Committee structure and terms of reference.

2 SCOTTISH OFFICE GUIDANCE

- 2.1 Scottish Office Circular SWSG/9/90 required social work authorities to have in place Advisory Committees on inspection to enhance the objectivity of its arms length inspection function for residential and day services.
- 2.2 Scottish Office Circular SWSG 7/96 set out further general guidance for local authorities on membership composition and terms of reference. It was left for local authorities to decide on more detailed proposals. Ensuring service users' involvement in the Advisory Committee was a central aim of the guidance.
- 2.3 A report to Social Work Committee in February 1996 approved the terms of reference and composition outlined in Appendix One. Advisory Committee meetings since have taken place on a quarterly basis.

3 BACKGROUND TO REPORT

- 3.1 In its first two years, it proved impossible to sustain the inclusion of service users on the Committee at the levels outlined in guidance. The formality of Committee meetings and reporting procedures mitigated against the intention of the guidance. This is consistent with experience elsewhere.
- 3.2 To achieve greater involvement with service users, groups representing adults with learning disabilities and children and young people have, through invitation, made representations to Committee on two separate occasions. These meetings have been effective in receiving users' views on services and standards.

- 3.3 In addition to difficulties in attracting service users, overall attendance at the Advisory Committee has fluctuated. Efforts to increase general membership, in order to better reflect a more representative range of interested parties, have proved unsuccessful.
- 3.4 Coinciding with the resignation of four members, and in light of the two years operational experience, members of the Advisory Committee considered it timely to review the Committee structure and its operation.

4 PROPOSALS

Membership

- 4.1 In order to consolidate the present arrangements and to create a smaller forum where service users would be more likely to contribute, it is proposed that membership should reduce from the twelve representatives previously approved to the current level of six members plus two elected members. Current membership and their links to provider and carer groups or to relevant agencies is listed as Appendix Two.
- 4.2 A decision on which elected members will serve on the Advisory Committee is awaited.
- 4.3 Organisations responsible for promoting the rights of users would no longer be directly represented on the Advisory Committee but would be invited to support and guide service users when they attend.

Chair Arrangements

- 4.4 It was previously agreed that Committee members elect their own Chairperson for a fixed term. Mr Robert Davis who has extensive experience in the fields of community care and mental health has been nominated and approved as Chairperson for this coming year.

Service User Representation

- 4.5 It is proposed to achieve greater involvement of service users and carers through more frequent planned attendance of service user groups at Committees. In the coming 12 months groups representing carers of older people with dementia, adults with mental health problems, adults with learning disabilities, children and young people, and day service users will be in attendance.

Meetings and Venues

- 4.6 It is proposed that wherever possible meetings will be held in venues which offer an informal setting. On occasion venues in residential establishments will be used to combine the meeting purpose with opportunities to meet with residents using these services.

- 4.7 It is proposed that the frequency of meetings increases from four to five on an annual basis.

Terms of Reference

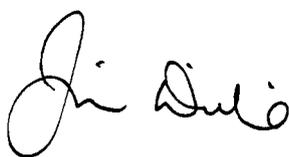
- 4.8 It is proposed that the Advisory Committee's terms of reference will be unchanged from those outlined in Appendix One. Further, in order to create a less formal Committee atmosphere, that the presentation of formal business reports to Committee will be restricted to two from every five meetings, unless circumstance dictates otherwise.

5 CONCLUSION

- 5.1 The proposed revision of Committee membership would continue to operate within the spirit intended in Guidance. Consistent membership arrangements combined to a revised programme which will place services users at the forefront of Committee activity, would better allow members both to address formal issues relevant to the inspection work of the Social Work Department and to be informed by service users.

6 RECOMMENDATIONS

- 6.1 Committee is asked to:
- (i) approve the future Advisory Committee arrangements as laid out in this report;
 - (ii) note that the Director of Social Work will report on the effectiveness or otherwise of these revised arrangement in 12 months time;
 - (iii) remit for the consideration of the full Council the appointment of two members of the Social Work Committee to serve on the Advisory Committee on Inspection.



Jim Dickie
Director of Social Work
17 August 1999

For further information on this report please contact Dennis O'Donnell, Principal Officer (Registration/Inspection)
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**PROPOSED MEMBERSHIP AND TERMS OF REFERENCE OF THE NORTH
LANARKSHIRE ADVISORY COMMITTEE ON INSPECTION
AS AT FEBRUARY 1996**

MEMBERSHIP

Proposed membership of the Advisory Committee:

- ◆ two elected members from the Social Work Committee.
- ◆ one representative from the voluntary sector.
- ◆ one representative from the private sector.
- ◆ three representatives of user groups.
- ◆ one representative from the Health Board.
- ◆ one or more representing the rights of users, from for example, advocacy groups such as the organisation, Who Cares.
- ◆ one other with considerable expertise in the fields of community and residential care.

CHAIR ARRANGEMENTS

Proposed that members of the Advisory Committee elect their own chairperson for a fixed term.

RENEWAL OF MEMBERSHIP

Proposed that membership should be renewed on a two yearly basis.

TERMS OF REFERENCE

To comment to the Social Work Committee on the Director of Social Work's Annual Report on the inspection service.

To consider any central government guidance on inspection, together with reports on officer proposals for implementation, and to offer advice to the Social Work Committee on these matters.

To provide comment to the Social Work Committee when requested on policy matters relating to the inspection of residential care establishments.

To indicate to Social Work Committee any issues relating to inspection which was of interest or concern to the Advisory Committee and which, in its view, required further examination.

To comment on the even-handedness of the units methods and on responses from all sectors to inspection reports.

ADVISORY COMMITTEE ON INSPECTION

STATUS	NAME
North Lanarkshire Council Elected Member	To be agreed.
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Voluntary Sector Representative	Mr Roddy Thomson
Private Sector Representative	Mrs Rose Jootun
Day Service Representative	Mr Joseph Gallagher
Ex Local Authority Representative	Mr Bob Davis
Lanarkshire Health Board Representative	Mr Tom Lynch
Carers Representative	Mrs Lynn Scott