

Motherwell, 5 October 1999 at 11 am.

A Meeting of the **SOCIAL WORK COMMITTEE**

PRESENT

Councillor H. McGuigan, Convener; Councillor Sullivan, Vice-Convener; Councillors Cassidy, Coyle, Curley, Devine, Gordon, Gorman, Jones, Love, Lunny, J. McGuigan, McKinlay, McLaughlin, J. Martin, Morris, M. Murray, Nolan, Robertson, Ross, Shields, Stocks and Valentine.

CHAIR

Councillor H. McGuigan (Convener) presided.

IN ATTENDANCE

The Chief Committee Services Officer, Director of Social Work, Head of Social Work Resources, Head of Social Work Development, Principal Officer, Inspection and Registration, Principal Officer, Planning and Development, Principal Officer, Welfare Rights, Senior Accountant and Principal Careers Officer.

APOLOGIES

Councillors Chadha, Irvine, McCabe, McElroy, McKendrick and Selfridge.

MINUTES OF MEETINGS OF SUB-COMMITTEES

(1) MINUTE OF MEETING OF SOCIAL WORK (PLANNING AND ADMINISTRATION) SUB-COMMITTEE

1. There was submitted the Minute of the meeting of the Social Work (Planning and Administration) Sub-Committee held on 21 September 1999.

Decided: that the terms of the Minute be approved.

(2) MINUTE OF MEETING OF SOCIAL WORK (OPERATIONS AND SERVICES) SUB-COMMITTEE

2. There was submitted the Minute of the meeting of the Social Work (Operations and Services) Sub-Committee held on 28 September 1999.

Decided: that the terms of the Minute be approved.

REVENUE ESTIMATES 1999/2000 - FINANCIAL MONITORING STATEMENT FOR THE SOCIAL WORK DEPARTMENT AND SHELTERED EMPLOYMENT

3. There were submitted reports dated 15 September 1999 by the Director of Social Work advising of spending levels for the Department of Social Work and for Sheltered Employment for the period from 1 April to 15 August 1999 and providing a comparison with the approved budget.

Decided: that responses to a number of questions on specific items from members of the Committee having been noted, the terms of the reports be noted.

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COMPOSITE CAPITAL PROGRAMME 1999/2000 MONITORING REPORT FOR THE SOCIAL WORK DEPARTMENT - 1 APRIL 1999 TO 15 AUGUST 1999

4. With reference to paragraph 5 of the Minute of the meeting of the this Committee held on 24 August 1999 when the financial position of the Capital Programme for the Social Work Department was noted, there was submitted a report by the Director of Social Work regarding the current progress being made on individual projects included in the Capital Programme (1) advising that the approved Capital Programme for the financial year 1999/2000 which amounted to £890,000 had been subsequently enhanced by £72,000 as a result of funding from the Health Board for the alterations at Stewarton House, Wishaw, and (2) intimating that expenditure and commitments against approved budget amounted to £341,000 as detailed in appendix 1 to the report.

Decided:

- (1) that the progress of the Capital Programme for the Social Work Department as at 15 August 1999 be noted, and
- (2) that the adjustments to the Capital Programme as outlined in paragraph 2.2 of the report be referred to the Policy and Resources Committee for consideration.

SOCIAL WORK SERVICE PLAN 2000 - 2003

5. There was submitted the Social Work Service Plan 2000-2003 Development Plan (docketed) by the Director of Social Work advising of the strategic aims and service development objectives of the Department.

Decided: that the contents of the Social Work Service Plan 2000-2003 Development Plan be noted.

EMBEDDED CHIPS - YEAR 2000 COMPLIANCE UPDATE

6. With reference to paragraph 8 of the Minute of the meeting of this Committee held on 24 August 1999 when the progress made towards ensuring that all Social Work equipment was year 2000 compliant had been noted, there was submitted a report (docketed) dated 16 September 1999 by the Director of Social Work (1) intimating that (a) all heating systems; (b) all unit hot water systems, and (c) all flexi-time systems were now year 2000 compliant; (2) indicating that a survey of Phase 2 properties would be completed by the end of September, and (3) advising that the cost of modifications to heating control systems had been met from central funds held by the IT Division of the Department of Finance.

Decided: that the terms of the report be noted.

Councillor J. McGuigan declared an interest in the next item and took no part in consideration of the matter.

PHEW (SCOTLAND) LIMITED - REVISED MAINTENANCE RATES

7. With reference to paragraph 6 of the Minute of the meeting of this Committee held on 24 August 1999 when consideration of revised maintenance rates for PHEW (Scotland) Limited was continued, there was submitted a report dated 17 September 1999 by the Director of Social Work setting out revised maintenance rates for Buchanan House and Clifton House, Coatbridge operated by PHEW

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(Scotland) Limited; (1) outlining the background to the work undertaken in the respite units at Buchanan House and Clifton House, Coatbridge operated by the organisation; (2) intimating that transport costs had been realigned between the two projects and that an additional £3,000 had been incorporated for training and £7,000 allowed in the staff budget to reflect actual wage costs being incurred; (3) advising that the occupancy rate of 94% which had been used to calculate the maintenance rate was high for this type of service and that the Director of Social Work may have to vary the maintenance rate during the year if circumstances were to change, and (4) proposing that the maintenance rates be set as detailed below:-

Name of Establishment	Current Rate per week	New Rate per week	Effective Date
Buchanan House, Coatbridge	£973.93	£987.20	1 April 1999
Clifton House, Coatbridge	£889.56	£960.80	1 April 1999

Decided:

- (1) that the proposed maintenance rates, as detailed heretofore be approved, and
- (2) that the Director of Social Work be authorised to vary the rate during the year to take account of any change in the actual occupancy rate.

NORTH LANARKSHIRE CHILDREN'S SERVICES PLAN ANNUAL REVIEW 1999

8. With reference to paragraph 14 of the Minute of the meeting of the Social Inclusion Committee held on 26 August 1999 when, inter alia, that Committee remitted to all departmental Service Committees for information the Children's Services Plan Annual Review 1999, there was submitted the said report dated 26 August 1999 by the Chief Executive thereon.

Decided: that the terms of the report be noted.

SCOTTISH OFFICE CONSULTATION PAPER : "OPPORTUNITIES AND CHOICES : POST SCHOOL PROVISION FOR 16-18 YEAR OLDS"

9. With reference to paragraph 6 of the Minute of the meeting of the Community Services (Community Development) Sub-Committee held on 25 August 1999 when the Committee authorised the Director of Administration to forward a response, based on the views outlined in the report to the Scottish Office and referred the report to the Education, Social Work and Social Inclusion Committees for their interest and information, there was submitted the said report dated 23 July 1999 by the Director of Community Services thereon.

Decided: that the terms of the report be noted.

MODERNISING COMMUNITY CARE - THE HOUSING CONTRIBUTION

10. With reference to paragraph 6 of the Minute of the meeting of the Housing and Property Services Committee held on 1 September 1999 when, inter alia, that Committee noted that the content of the guidance would be taken into account in the development and operation of future North Lanarkshire Council Community Care Strategies and Policies and referred the report to this Committee for information, there was submitted the said report dated 18 August 1999 by the Director of Housing and Property Services.

Decided: that the terms of the report be noted.

WOMEN'S AID SERVICES

11. With reference to paragraph 23 of the Minute of the meeting of the Policy and Resources Committee held on 7 September 1999 when, *inter alia*, that Committee had agreed that the Directors of Housing and Property Services and Social Work bring forward a further report in respect of Women's Aid Services and that the report be referred to this Committee for consideration, there was submitted the said report dated 7 September 1999 by the Directors of Housing and Property Services and Social Work thereon.

Decided: that the terms of the report be approved.

ALERT SERVICE - CREATION OF A NORTH LANARKSHIRE CENTRAL CONTROL CENTRE

12. With reference to paragraph 21 of the Minute of the meeting of this Committee held on 8 June 1999 when it was agreed that five UK based manufacturers as detailed in the report be invited to tender for the provision of a North Lanarkshire Council Alert Control Centre Management System, there was submitted a report (docketed) dated 5 October 1999 by the Director of Social Work advising (1) that the lowest tender after evaluation for the contract for the creation of a North Lanarkshire Central Control Centre was that of Tunstall Telecom Limited, Yorkshire in the sum of £62,120.78, and (2) that the Director of Administration was now progressing this matter in terms of his delegated powers.

Decided: that the terms of the report be noted.

EQUIPMENT AND ADAPTATIONS

13. With reference to paragraph 10 of the Minute of the meeting of this Committee held on 10 June 1997 when, *inter alia*, it had been agreed to approve new procedures for providing aids and adaptations, as recommended by a joint Housing/Social Work Working Group, there was submitted a report (docketed) dated 16 September 1999 by the Directors of Housing and Property Services and Social Work updating the position in relation to assessment and provision of equipment for disabled people living in the community and to adaptations carried out to their homes between 1 April and 30 June 1999 and on the further work being undertaken by the Housing and Property Services/Social Work Working Group staff in developing practice, policy and reviewing the Joint Adaptation Policy (1) outlining the responsibilities of each Department with regard to aids and adaptations and setting out in Section 5 of the report the work undertaken in the period from 1 April to 30 June 1999; (2) intimating the current position with regard to recruitment and retention of qualified Occupational Therapy staff; (3) detailing in Section 4 of the report the budget for 1999/2000 and expenditure during the period 1 April to 30 June 1999; (4) advising that consideration was being given to extending the numbers of staff able to undertake simple assessments for equipment subject to discussion with trade unions, and (5) proposing that in view of the concerns about the provision of equipment and adaptations a joint review of the policies and practices be undertaken and that the Directors of Social Work and Housing and Property Services in consultation with the Conveners of the Committees bring forward a report outlining the terms of reference.

Decided:

- (1) that the terms of the report be noted, and
- (2) that the Directors of Social Work and Housing and Property Services in consultation with the Conveners of the Committees bring forward a report outlining the terms of reference and conduct a joint review of the policies and practices be undertaken for the provision of equipment and adaptations for disabled people.

ADJOURNMENT

14. During the consideration of the preceding item the meeting was adjourned due to a bomb alert.

MEETING RE-CONVENED

15. The meeting was re-convened at 1.25 pm and there was in attendance:-

PRESENT

Councillor H. McGuigan, Convener; Councillors Cassidy, Curley, Gordon, Jones, J. McGuigan, McKinlay, Morris, M. Murray, Robertson and Stocks.

CHAIR

Councillor H. McGuigan (Convener) presided.

IN ATTENDANCE

The Chief Committee Services Officer, The Director of Social Work, Head of Social Work Development, Principal Officer, Inspection and Registration, Principal Officer, Planning and Development, Principal Officer, Welfare Rights and Senior Accountant.

APOLOGIES

Councillors Chadha, Irvine, Lunny, McCabe, McElroy, McKendrick, Selfridge and Sullivan.

MATERNITY SERVICES STRATEGY

16. There was submitted a report (docketed) dated 9 September 1999 by the Director of Social Work regarding a review of the Maternity Services Strategy by Greater Glasgow Health Board (1) outlining the background to the Consultation Paper; (2) advising that a number of conclusions on key issues would require further consultation, and (3) intimating that there were implications for the provision of maternity services for residents in parts of North Lanarkshire which were covered by Greater Glasgow Health Board and other residents in North Lanarkshire who might use Greater Glasgow Maternity Services when maternity services were withdrawn from Bellshill.

Decided: that Greater Glasgow Health Board be advised that this Council had no comments on the Consultation Paper at this time but that the Council would wish to be kept informed of further progress with regard to the Maternity Services Strategy.

EXPANSION OF SUPPORT TO VERY YOUNG CHILDREN

17. With reference to paragraph 8 of the Minute of the meeting of this Committee held on 19 January 1999 when, *inter alia*, it was agreed that the Director of Social Work be authorised to submit detailed action plans to the Scottish Office following consultation with Lanarkshire Health Board and the Director of Education, there was submitted a report (docketed) dated September 1999 by the Director of Social Work regarding the details of proposals for expansion of support to very young children (1) intimating that £217,000 had been allocated to the Social Work Service to expand its support to very young children; (2) intimating that proposals had been drafted in consultation with the Director of Education and Lanarkshire Health Board and that there would be discussions with the National Health Service Primary Care Trust regarding the Social Work proposal, and (3) setting out in the appendices to the report the proposals for the Children's Services Development Fund.

Decided: that the action taken by the Director of Administration to advise the Scottish Executive of the Council's proposals for the Children's Services Development Fund be homologated.

COMPLAINTS STATUS REPORT 1 APRIL 1998 - 31 MARCH 1999

18. There was submitted a report (docketed) dated September 1999 by the Director of Social Work regarding the performance of the Social Work Department in receiving, investigating and addressing formal complaints during the period from 1 April 1998 to 31 March 1999 (1) outlining the background to the Social Work Department's Complaints Procedure; (2) advising of the main changes to the procedures for handling complaints which were introduced from 1 April 1999; (3) advising of the timescales set out by the Scottish Office used for dealing with complaints; (4) intimating in appendix 1 to the report numbers, locations and nature of complaints which were addressed and the outcome and categories of care group relevant to the complaint, and (5) highlighting in appendix 2 to the report, complaints received by the Director of Social Work regarding private and voluntary sector providers.

Decided: that the terms of the report be noted.

MANAGEMENT AND FUNDING OF NURSING HOME AND RESIDENTIAL PLACEMENTS FOR OLDER PEOPLE

19. With reference to paragraph 8 of the Minute of the meeting of this Committee held on 24 November 1999, when inter alia, it was agreed that the issues concerning Nursing Home and Residential Care Placements be noted and the proposed action to eliminate waiting lists be approved, there was submitted a report (docketed) dated September 1999 by the Director of Social Work regarding issues concerning the management and funding of Nursing Home and Residential Care Placements for Older People (1) advising that funded placements in Nursing Home and Residential Care in North Lanarkshire currently amounted to 969 placements at a cost of £9.2 million; (2) summarising in section 4 of the report the main issues with regard to Residential Care Placements faced by the Social Work Department which at present was funding the maximum number of people within the allocated budget; (3) intimating that the number of people awaiting placement nursing homes and independent sector residential homes had fallen compared with the same period last year, although it was anticipated that numbers would continue to grow, and (4) advising that in pursuit of the aims of "Modernising Community Care", the Council required to develop alternative models of care in order to offer non-institutional models of care for those with complex care needs.

Decided:

- (1) that the issues concerning Nursing Home and Residential Care Placements be noted, and
- (2) that the Director of Social Work submit a further report to a future meeting of the Committee updating the position.

HOMES FOR THE FUTURE INITIATIVE - IMPROVING CHOICE AND CARE FOR OLDER PEOPLE IN NORTH LANARKSHIRE

20. There was submitted a report (docketed) dated 30 September 1999 by the Director of Social Work regarding proposals for a major review of the Council's residential care provision for older people (1) outlining the background to the need for a review of the Council's residential care provision for older

people; (2) detailing in Section 3 of the report the current position with regard to Council run residential homes for older people in North Lanarkshire; (3) setting out in Section 4 of the report details of the proposed review; (4) proposing that a Working Group comprising eleven elected Members of the Council be set up to review the Council's residential care provision for older people; (5) intimating that resources to complete the review would be met from the existing Social Work Budget although the resource requirements for the consultation process would be the subject of a further report to the Committee, and (6) advising that the review would be conducted between October 1999 and June 2000 with a view to launching the initiative in Autumn 2000.

Decided:

- (1) that the terms of the report be noted;
- (2) that the proposal to review the in-house residential services for older people in North Lanarkshire be approved;
- (3) that membership of the Working Group comprising the Convener and either Vice-Convener of the Social Work Committee, three members of the Social Work Committee nominated by the Majority Group, three members of the Social Work Committee nominated by the Minority Group and the Convener and one Vice-Convener of the Housing and Property Services Committee be remitted to the Council for consideration, and
- (4) that the Director of Social Work submit a report to a future meeting of the Committee on the resource implications of the consultation document.

LAW HOSPITAL - PROVISION OF SOCIAL WORK SERVICES

21. There was submitted a report (docketed) dated September 1999 by the Director of Social Work advising of the requirement to provide Social Work Services to Law Hospital and seeking approval for the proposed staffing establishment (1) detailing the current staffing arrangements at Law Hospital; (2) advising that at present South Lanarkshire Council continue to provide the Social Work Service in Law Hospital at a cost of £21,994 per quarter to those patients ordinarily resident in North Lanarkshire; (3) setting out the proposed staffing structure for the provision of services by this authority for patients resident in North Lanarkshire at Law Hospital; (4) indicating that in advance of the opening of Wishaw General Hospital a review of the Council's provision of Social Work Services to Hospitals within North Lanarkshire would require to be undertaken; (5) detailing the financial implications of the proposed staffing structure, and (6) intimating that the shortfall in funding would be met from the existing Social Work budget.

Decided:

- (1) that the proposed staffing structure for Social Work Services to Law Hospital be approved;
- (2) that the Director of Social Work be authorised to submit a report to a future meeting of the Committee in advance of the opening of Wishaw General Hospital reviewing Social Work Services to hospitals in North Lanarkshire, and
- (3) that the report be remitted to the Personnel Services Committee for its interest and consideration.

IMPLEMENTATION OF JOINT STRATEGIES - PROGRESS REPORT

22. There was submitted a report (docketed) dated 15 September 1999 by the Director of Social Work regarding the progress made to date towards the implementation of joint community care strategies
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with Lanarkshire Health Board and seeking approval for proposals for future implementation of the strategies (1) outlining the background to the National Health Service and Community Care Act 1990 which created new responsibilities for Local Authorities and resulted in major changes in the relationship between the Local Authorities and Health Boards concerning the reduction in long stay National Health Service hospital provision; (2) detailing the progress, current position and financial implications with regard to joint strategies for services for frail older people, people with dementia and mental illness in old age, people with learning disabilities and people with mental illness, and (3) providing a detailed analysis of the progress made towards implementing jointly agreed strategies, and (4) summarising the scale of inter-agency planning that was necessary to achieve the agreed strategies.

Decided:

- (1) that the proposals to further implement Frail Elderly and Learning Disability strategies in conjunction with the General Manager, Lanarkshire Health Board as outlined in paragraphs 3.2, 5.3 and 5.5 of the report be approved, and
- (2) that the progress made to date towards fulfilling the full implementation of all other Care Group Strategies be noted.

CONFERENCES

(1) “SUPPORT FROM THE START”

23. There was considered an invitation from Children in Scotland to attend a conference entitled “Support from the Start” which had been held in Edinburgh on 10 September 1999.

Decided: that it be noted no attendance at this conference had been authorised.

(2) “OVER TO YOU”

24. There was considered an invitation from Children in Scotland to attend a conference entitled “Over to You” to be held in Edinburgh on 23 November 1999.

Decided: that no attendance at this Conference be authorised.