

SOCIAL WORK (PLANNING AND ADMINISTRATION) SUB – 16 November 1999

Motherwell, 16 November 1999 at 11 am.

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

PRESENT

Councillor Sullivan, Convener; Councillors Gordon, Love, Lunny, McElroy, J. McGuigan, Saunders and Shields.

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 (Registration and Inspection).

APOLOGIES

Councillors Jones, McCabe, McKendrick, McKinlay, J. Martin and Stocks.

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

1. There was submitted a report (docketed) dated 9 November 1999 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 two new registrations and/or changes to registration of establishments details of which were appended to the report.

Decided: that the terms of the report be noted.

CONTRACTING ARRANGEMENTS FOR SOCIAL CARE

(1) UPDATE REPORT

2. With reference to paragraph 2 of the Minute of the meeting of this Sub-Committee held on 21 September 1999 when progress in establishing Social Care contracts within North Lanarkshire had been noted, there was submitted a report dated 11 November 1999 by the Director of Social Work (1) advising that a standard form of contract for domiciliary care services had been agreed with the Director of Administration; (2) intimating that there were no new registered residential services which required a contract with this Council and only one new Nursing Home required a contract with Lanarkshire Health Board; (3) indicating that there had been a requirement to secure services outwith the Council for 7 individuals to accommodate client choice as detailed within Appendix 2 to the report, and (4) advising that a Letter of Agreement had been finalised between the Council and NCH Action for Children regarding services purchased from the Young Carers Project.

Decided: that the terms of the report be approved.

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(2) LIST OF AUTHORISED PROVIDERS OF SOCIAL CARE SERVICES - UPDATE

3. With reference to paragraph 3 of the Minute of the meeting of this Sub-Committee held on 21 September 1999 when it had been agreed to note the additions and amendments to the authorised list of providers of social care services, there was submitted a report (docketed) dated 9 November 1999 by the Director of Social Work in respect of further amendments to be made to the Council's list of authorised providers (1) recommending within Appendix 1 to the report for inclusion on the list one provider registered by Lanarkshire Health Board, and (2) detailing within Appendix 2 to the report one provider who had applied for inclusion on the list and would be subject to assessment as part of the forthcoming review of the list of authorised providers which was scheduled to take place in January 2000.

Decided: that the terms of the report be approved.

MENTAL HEALTH DEVELOPMENT FUND: BID FOR FUNDING IN 2000/2001 (ROUND 3)

4. There was submitted a report (docketed) dated 9 November 1999 by the Director of Social Work regarding the joint work undertaken by this Council, South Lanarkshire Council, Lanarkshire Health Board and Lanarkshire Primary Care NHS Trust in developing a bid for funding from the Mental Health Development Fund for 2000/2001 (1) outlining the background to the bid for financial support from the Mental Health Development Fund; (2) intimating that the proposed bid related to the establishment of compatible and/or integrated information systems and was designed to develop better joint working between care agencies; (3) advising that the project would operate for a three year period and would be managed in five stages as detailed in the report; (4) indicating that the project would be wholly financed from the Mental Health Development Fund.

Decided:

- (1) that the joint work with other agencies on further preparation which may be required in respect of the submission of the bid be approved;
- (2) that the Director of Social Work report to a future meeting of the Sub-Committee on the outcome of the bid, and
- (3) that it be noted that while the Council supported the bid it had been intimated to Lanarkshire Health Board that no funding would be made available by the Council for the project.

OVERTIME MONITORING REPORT

5. With reference to paragraph 16 of the Minute of the meeting of this Sub-Committee held on 6 January 1998 when, *inter alia*, it had been agreed (1) that the Director of Social Work would ensure that overtime would only be worked by Officers paid above SCP35 when it was deemed essential to meet the obligations and responsibilities of the Department, and (2) that reports on the level of overtime worked be submitted to the Sub-Committee on a regular basis, there was submitted a report (docketed) dated 9 November 1999 by the Director of Social Work providing details of overtime worked by Officers paid above SCP35 during the period 16 August to 10 October 1999 and paid at SCP35.

Decided: that the terms of the report be noted and remitted to the Personnel Services Committee for its interest.

ABSENCE MONITORING

6. There was submitted a report (docketed) dated 9 November 1999 by the Director of Social Work regarding the levels of staff absence throughout the Social Work Department for the period June till September 1999.

Decided: that the terms of the report be noted.

ALTERATIONS TO FOURTH FLOOR, SCOTT HOUSE, MOTHERWELL

7. There was submitted a report (docketed) dated 9 November 1999 by the Director of Social Work seeking approval to obtain tenders for the reconfiguration of the office layout on the fourth floor of Scott House, Motherwell (1) outlining the background to and the need for the alterations to the office layout, and (2) advising that the indicative cost of the work amounted to £70,000 which could be met over two financial years from the repairs and furnishing budgets.

Decided: that the General Manager, Construction Services be authorised to seek tenders for the proposed alterations as outlined in the report.

SEVEN DAY CENTRE, CRAIGNEUK, WISHAW

8. There was submitted a report (docketed) dated 12 November 1999 by the Director of Social Work regarding changes in activities available at the Seven Day Centre Project, Wishaw (1) outlining the background to the services provided and to the developments which had taken place at the Centre; (2) detailing the development proposals for the Project which would enable 15 to 20 young people to be accommodated; (3) advising (a) that following the relocation of the Project, the cost of replacing of the spray painting booth which had been deemed unsafe would exceed the budget available for the Project, and (b) that the purchase and installation of a new ramp at a cost of £5,000 could be met from within the existing budget; (4) intimating that the two Painting and Bodybuilding Instructors would be redeployed following consultation with the Head of Personnel Services, and (5) indicating that the creation of the post of Mechanical Instructor was necessary to ensure the efficient operation of the mechanical workshop.

Decided:

- (1) that the loss of the spray painting facility within the Seven Day Centre be noted;
- (2) that the arrangements for the disposal of the spray painting booth and purchase and installation of a new ramp be approved;
- (3) that the implementation of the Council's redeployment policy in respect of the two Painting and Bodybuilding Instructors be approved;
- (4) that the deletion of two posts associated with vehicle painting from the Social Work establishment be approved;
- (5) that the creation of a post of AP1 Mechanical Instructor be approved, and
- (6) that the report be remitted to the Personnel Services Committee for consideration.