

Motherwell, 25 January 2001 at 11 am.

A Meeting of the **SOCIAL WORK COMMITTEE**

PRESENT

Councillor H. McGuigan, Convener; Councillor Selfridge, Vice-Convener; Councillors Cassidy, Coyle, Curley, Gordon, Gorman, Homer, Irvine, Jones, Lafferty, Love, Lunny, McCallum, McElroy, J. McGuigan, McLaughlin, J. Martin, Morris, M. Murray, Nolan, Robertson, Saunders, Shields, Smith and Stocks.

CHAIR

Councillor H. McGuigan (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, Principal Officer Community Care, Principal Officer Planning and Development, Principal Officer, Welfare Rights, Co-ordinator, Criminal Justice and Accounting Manager.

APOLOGIES

Councillor Sullivan, Vice-Convener; Councillors Chadha, McCabe, McKinlay, Ross and Shaw.

MINUTES OF MEETINGS OF SUB-COMMITTEES

1. There were submitted the Minutes of the meetings of the Social Work (Planning and Administration) Sub-Committee held on 9 January 2001 and the Social Work (Operations and Services) Sub-Committee held on 11 January 2001.

Decided: that the terms of the Minutes be approved.

ABSENCE MANAGEMENT POLICY - STATISTICS FROM 1 APRIL TO 30 SEPTEMBER 2000

2. With reference to paragraph 28 of the Minute of the meeting of the Personnel Services Committee held on 30 November 2000 when it had been agreed, inter alia, that a report dated 20 November 2000 by the Head of Personnel Services providing Absence Statistics together with a commentary detailing the breakdown of figures within departments of the Council for the period from April to September 2000 for manual/craft employees, non-manual staff and teachers and providing a comparison with the statistics for April to September 1999 be remitted to all Service Committees of the Council to enable consideration of the statistics for the appropriate Department, there was submitted the said report thereon.

Decided: that the terms of the report be noted.

HOME CARE CHARGING

3. With reference to paragraph 1 of the Minute of the Special meeting of this Committee held on 5 March 1998 when the current arrangements for calculating home care charges were approved, there

was submitted a report (docketed) dated 18 December 2000 by the Director of Social Work requesting that the home care charging system be amended while ensuring that any increase was contained within the rate of inflation (1) outlining the current arrangements for calculating home care charges; (2) proposing that the threshold at which charges are applied be increased for a single person from £100 to £107 and for a couple from £120 to £130; (3) enclosing in Appendix 1 to the report an illustration of home care charges for those receiving home care services, and (4) intimating that the amendment to the charge threshold would ensure that increases in home care charges would be limited to the rate of inflation.

Decided:

- (1) that the amendments to the home care charging threshold as detailed in the report be approved, and
- (2) that the contents of the report be otherwise noted.

SOCIAL WORK SERVICES INSPECTORATE - MANAGING THE RISK - AN INSPECTION OF SEX OFFENDER CASES IN THE COMMUNITY

4. With reference to paragraph 20 of the Minute of the meeting of this Committee held on 8 June 1999 when the results of the inspection into the case management of sex offenders in North Lanarkshire were noted, there was submitted a report docketed (dated) 28 December 2000 by the Director of Social Work regarding the findings of an inspection undertaken by the Social Work Services Inspectorate into the management of sex offender cases in the Community throughout Scotland which included cases from North Lanarkshire (1) outlining the background to the inspection undertaken by the Social Work Services Inspectorate; (2) setting out details of the recommendations and the Council's comments thereon; (3) intimating the various inspections of cases records undertaken in North Lanarkshire, and (4) detailing the findings in respect of the North Lanarkshire cases inspected and of action required of the Council.

Decided: that the terms of the report be noted.

EMPLOYMENT OPPORTUNITIES FOR PEOPLE WITH A DISABILITY IN NORTH LANARKSHIRE

5. With reference to paragraph 5 of the Minute of the meeting of this Committee held on 7 March 2000 when, inter alia, the future plans for the Supported Employment Strategy and the North Lanarkshire Supported Employment Partnership were noted, there was submitted a report (docketed) dated 28 December 2000 by the Director of Social Work regarding proposals to increase employment opportunities for people with disabilities in North Lanarkshire and particularly, those individuals who currently attend Day Centres (1) outlining the background to the North Lanarkshire Supported Employment Partnership which was launched in January 1999 to assist people with disabilities to obtain real jobs in an integrated setting and receive the rate for the job; (2) intimating that recent changes in legislation required employers to make reasonable adjustments in the selection and recruitment process to eliminate discrimination against candidates who have a disability; (3) proposing that, in conjunction with Head of Personnel Services, a programme within which people with disabilities can enhance their employment prospects within the Council and obtain access to the appropriate internal vacancies in a manner similar to that currently existing for skillseeker candidates be established; (4) advising that it was envisaged that, at any one time, a maximum of four candidates would be on training for work placements, and (5) setting out, in the Appendix to the report, a detailed guide to full range of internal measures currently being reviewed and revised with regard to the Council's selection, recruitment and training for disadvantaged groups.

Decided:

- (1) that approval be given in principle to a supported employment placement scheme as a framework for creating employment opportunities within the Council for disabled people;
- (2) that it be noted that further Officer/Member discussions would take place with regard to the resource implications and phasing of the proposals;
- (3) that detailed proposals on the implementation of the Scheme be submitted to future meetings of the Social Work and Personnel Services Committees, and
- (4) that the report be remitted to Personnel Services Committee to seek its approval in principle to the approach outlined in the report.

THE FUTURE OF GLASGOW'S HOSPITAL SERVICES: FIRST PHASE OF CONSULTATION

6. There was submitted a report (docketed) dated 19 December 2000 by the Director of Social Work regarding the Greater Glasgow Health Board Consultation Paper entitled "The Future of Glasgow's Hospital Services: First Phase of Consultation" and enclosing the Council's response to the consultation paper (1) outlining the background to the consultation paper and the use by North Lanarkshire residents of services provided in the Greater Glasgow Health Board area, and (2) indicating that the Council had requested Greater Glasgow Health Board to consider organising a public meeting to enable the views of North Lanarkshire residents to be considered for future developments.

Decided: that the comments by the Director of Social Work set out in Appendix 1 to the report which had been submitted to the Greater Glasgow Health Board Consultation Paper on "The Future of Glasgow's Hospital Services: First Phase of Consultation" be homologated.

SOCIAL WORK RECRUITMENT

7. With reference to paragraph 15 of the Minute of the meeting of this Committee held on 21 November 2000 when, inter alia, the creation and filling of the posts identified in the Appendix to the report were approved, there was submitted a report (docketed) dated 15 January 2001 by the Director of Social Work advising of the current recruitment position within the Department, the steps taken to fill vacancies, factors affecting recruitment and the future recruitment needs of the Department (1) outlining the background to the current level of vacancies in the Department; (2) advising that the growing shortage of Social Workers across the country had been compounded by changes to the duration of the Diploma in Social Work course from two to three years; (3) setting out, in the Appendix to the report, details of the ongoing recruitment campaign, and (4) proposing that a human resource strategy be developed in respect of recruitment, retaining and development of staff to deliver the quality of service to which the Department aspires.

Decided:

- (1) that the current recruitment position within the Social Work Department, the steps taken to fill vacancies, factors affecting recruitment and the future recruitment needs of the Department be noted;
 - (2) that the development of a human resource strategy for the Social Work Department be approved, and
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- (3) that the report be remitted to the Personnel Services Committee for its interest.

ADMINISTRATIVE SUPPORT TO SOCIAL WORK HEADQUARTERS SECTIONS OF CHILD CARE, COMMUNITY CARE AND CRIMINAL JUSTICE

8. There was submitted a report (docketed) dated 27 December 2000 by the Director of Social Work proposing the creation of three permanent administrative posts graded at AP1 within the Social Work Headquarters Sections of Child Care, Community Care and Criminal Justice (1) outlining the background to the need to recruit additional administrative staff; (2) proposing that an additional three permanent administrative posts be created graded at AP1 within the Social Work Headquarters Sections of Child Care, Community Care and Criminal Justice Sections, and (3) indicating that the costs for the posts would be met from additional grant received from the Scottish Executive for Criminal Justice Services and Modernising Community Care.

Decided:

- (1) that the creation of three administrative posts graded at AP1 within the Social Work Headquarters Sections of Child Care, Community Care and Criminal Justice Section be approved, and
- (2) that the report be remitted to the Personnel Services Committee for consideration.

SECTION 10 FUNDING

9. There was submitted a report (docketed) dated 18 December 2000 by the Director of Social Work seeking authority to allocate the remaining balance of the Section 10 budget for 2000/2001 and recommending that (1) £30,118 be allocated to the Princess Royal Trust to assist with the ongoing development of the carers' network, and (2) payment of £3,500 be made to Tannochside Information and Advice Centre to enable them to meet their financial obligations until the end of the current financial year.

Decided:

- (1) that the funding recommendations of £30,118 to the Princess Royal Trust and £3,500 to Tannochside Information and Advice Centre as detailed in the report be approved and that the Director of Social Work be authorised to make appropriate payments subject to monitoring requirements being satisfied, and
- (2) that the terms of the report be otherwise noted.

HAIRMYRES HOSPITAL AND WISHAW GENERAL HOSPITAL - MIGRATION PLAN

10. There was submitted a report (docketed) dated December 2000 by the Director of Social Work regarding the opening of Hairmyres Hospital and Wishaw General Hospital in March and May 2001 respectively (1) highlighting the role of the Council in the migration plan the primary purpose of which was to ensure the safe transfer of services to the new hospitals and the provision of care to patients during that period, and (2) setting out in the Appendix to the report the key dates in relation to the transfer of services to Hairmyres Hospital and Wishaw General Hospital.

Decided:

- (1) that the migration plan for the transfer of services to Hairmyres Hospital and Wishaw General Hospital be noted, and

- (2) that the Director of Social Work provide progress reports to future meetings of the Committee on the transfer arrangements to the new hospital sites.

WINTER BED PRESSURES - PROGRESS REPORT

11. With reference to paragraphs 9 and 12 of the Minutes of the meetings of this Committee held on 3 October and 21 November 2000 when, *inter alia*, the provision of recurring funding of £606,163 from the Scottish Executive to implement a range of community care services initiatives was noted, there was submitted a report (docketed) dated 3 January 2001 by the Director of Social Work regarding initiatives to alleviate winter bed pressures (1) detailing the Councils action plan for community care services; (2) outlining the progress to date in relation to hospital discharge arrangements, early supported discharge, community alarm service, additional mobile alarm wardens, and flu vaccinations, and (3) intimating that discussions were ongoing with Health Service colleagues to consider the development, for submission to the Scottish Executive, of further joint initiatives consistent with the winter monies objectives.

Decided:

- (1) that the significant progress made in North Lanarkshire to tackle winter bed pressures as detailed in the report be noted, and
- (2) that the Director of Social Work submit a further report to a future meeting of the Committee on the outcome of the discussions with Health Service colleagues to consider the development of further joint initiatives.

ADDITIONAL RESOURCES FOR EQUIPMENT AND ADAPTATIONS

12. With reference to paragraph 6 of the Minute of the meeting of this Committee held on 21 November 2000 when, *inter alia*, the recommendations of the Joint Equipment and Adaptations Member/Officer Working Group were approved, there was submitted a joint report (docketed) dated 19 December 2000 by the Directors of Housing and Property Services and Social Work advising of additional non-recurring funding of £303,082 allocated for equipment and adaptations by the Scottish Executive (1) intimating that the Joint Equipment and Adaptations Member/Officer Working Group had set out a series of recommendations to secure service improvements and that implementation plans were currently being devised; (2) indicating that assessed need for equipment and adaptations services was rising at an estimated 15-20% per year; (3) advising that demand continues to outstrip resources and that assessed unmet needs stands at over £500,000 with a further 2,000 referrals awaiting allocation, and (4) proposing that, following consultation with the Community Care Joint Planning Group, two thirds of the grant be allocated to the Social Work Department to fund additional equipment which includes a minimum of 10% for the "Top Up" elements to housing grants and that the remaining third be allocated to the Department of Housing and Property Services for adaptations.

Decided: that the proposals for the additional non-recurring resources of £303,082 from the Scottish Executive being divided between the Departments of Social Work and Housing and Property Services on a two thirds to one third ratio respectively be approved.

PETITION FROM RESIDENTS OF LESLIE STREET AREA REGARDING THE CHILDREN'S HOME IN LESLIE STREET, MOTHERWELL

13. There was submitted a report (docketed) dated 28 December 2000 by the Director of Social Work with regard to a petition received from the residents of Leslie Street, Motherwell regarding the Children's Home in Leslie Street, Motherwell (1) detailing the concerns raised by the petitioners, and (2) intimating that the Director of Social Work had commissioned a review of certain aspects of

residential child care services in North Lanarkshire and had convened a group of members and officers to undertake the detailed work necessary.

Decided:

- (1) that the action taken by the Director of Social Work be noted, and
- (2) that the signatories of the petition be advised accordingly.

NORTH LANARKSHIRE SHOPMOBILITY SCHEME

14. With reference to paragraph 16 of the Minute of the meeting of this Committee held on 23 November 1999 when there had been approved, *inter alia*, funding of £92,000 to establish a Shopmobility Scheme for North Lanarkshire, there was submitted a report (docketed) dated 19 January 2001 by the Directors of Social Work, Planning and Environment and Administration setting out proposals for the future development of the Shopmobility scheme (1) indicating the background to the scheme; (2) setting out respectively in appendices 1, 2 and 3, the draft business plan, the service level agreement and the constitution of the North Lanarkshire Shopmobility Group, and (3) recommending that the monies currently held within the Social Work budget be transferred to the Planning and Environment (Town Centre Initiatives Limited) budget for the purpose of providing a Shopmobility Scheme.

Decided:

- (1) that the draft business plan and service level agreement for the North Lanarkshire Shopmobility Group be approved, in principle, subject to modification by the Directors of Administration, Planning and Environment and Social Work, as deemed necessary;
- (2) that the constitution of the North Lanarkshire Shopmobility Group be noted meantime and that the Directors of Administration, Planning and Environment and Social Work revert to the Group to propose recommended amendments to the constitution;
- (3) that the monies amounting to £92,000 which have been identified for the Shopmobility Scheme be transferred from the Social Work budget to the Planning and Environment (Town Centre Initiatives Limited) budget for the purpose of a pilot Shopmobility Scheme, and
- (4) that the report be remitted to the Finance Committee for its interest.

PROPOSED LONG LEASE OF PREMISES AT 6 AND 8 EMMA JAY ROAD AND 303/315 MAIN STREET, BELLSHILL

15. There was submitted a report (dated) 11 January 2001 by the Director of Social Work seeking authority to enter into a new 15 year lease to cover the properties at 6 and 8 Emma Jay Road and 303/315 Main Street, Bellshill (1) setting out the current lease arrangements for the four properties, and (2) proposing that a new 15 year lease be entered into governing all four properties at a rental of £96,000 per annum.

Decided:

- (1) that the proposal to enter into a 15 year lease for the properties at 6 and 8 Emma Jay Road and 303/315 Main Street, Bellshill be approved, and

- (2) that the report be remitted to the Housing and Property Services Committee for consideration.

THE REGULATION OF CARE (SCOTLAND) BILL

16. With reference to paragraph 10 of the Minute of the meeting of this Committee held on 22 August 2000 when, inter alia, it was agreed that the Director of Social Work submit a report to a future meeting of the Committee on the proposed operation of the Scottish Commission for Regulation of Care, there was submitted a report (docketed) dated 15 January 2001 by the Director of Social Work (1) referring to the Regulation of Care (Scotland) Bill which will introduce (a) a Scottish Commission for the Regulation of Care, and (b) a Scottish Social Services Council for the regulation of the Social Services workforce, and (2) detailing (a) the background to Care and Workforce Regulation; (b) an overview of the Bill which is set out in five parts; (c) the implications for the Council arising from the Bill, and (d) the areas within the proposed reforms to which local authorities would continue to seek to influence.

Decided:

- (1) that the terms of the report be noted, and
- (2) that the Director of Social Work submit further reports to future meetings of the Committee outlining the implications for the Council during the transition towards the new regulatory arrangements.

SUPPORTING PEOPLE DECISION MAKING PROCESS AND WORKING ARRANGEMENTS

17. With reference to paragraph 9 of the Minute of the meeting of the Social Work (Planning and Administration) Sub-Committee held on 19 September 2000 when there had been approved, inter alia, the establishment of an Implementation Group, a Shadow "Supporting People" Forum and the appointment of the Director of Social Work as Lead Officer for North Lanarkshire in order to access the resources set aside for implementing the "Supporting People" Transitional Housing Benefit Scheme, there was submitted a report (docketed) dated 11 January 2001 by the Director of Social Work thereon (1) outlining the background to the "Supporting People" transitional housing benefit scheme; (2) setting out the action required which necessitates the establishment of a number of structures to oversee and deal with the strategic planning associated with the scheme following the latest guidance from the Scottish Executive; (3) detailing the role and composition of (a) the core co-ordination group which has to include Elected Members and in respect of which it is proposed that one Member each from the Housing and Property Services and Social Work Committees be nominated, and (b) a "Supporting People" Team; (4) indicating responsibilities of the "Supporting People" team; (5) proposing that, in order to facilitate the implementation of the Scheme, the posts of Supporting People Co-ordinator graded at PO8, Supporting People Assistant Co-ordinator graded at PO2 and Administrative Assistant graded at AP1 be created, and (6) enclosing as appendices to the report job descriptions for each of the posts.

Decided:

- (1) that the establishment of the Supporting People Core Co-ordination Group be approved;
- (2) that consideration of nominations to fill the vacancies on the Supporting People Core Co-ordination Group by one elected Member each from the Housing and Property Services and Social Work Committees be remitted to the Council;
- (3) that the Director of Social Work as lead Officer for Supporting People be authorised to seek nominations from the public and voluntary agencies identified in the report to serve on the Core Co-ordination Group;
- (4) that a supporting team be established consisting of Officers from the Departments of Housing and Property Services and Social Work and the Legal Services and IT Services

Section in addition to representation from Lanarkshire Health Board/Lanarkshire Health Care Trust;

- (5) that the creation of Supporting People Co-ordinator graded at PO8, Supporting People Assistant Co-ordinator graded at PO2 and Administrative Assistant graded at AP1 be approved;
- (6) that the report be remitted to the Personnel Services Committee for consideration of staffing issues;
- (7) that the report remitted to the Housing and Property Services Committee for consideration, and
- (8) that the Director of Social Work provide further reports to future meetings of the Committee on the progress of the Supporting People Programme.

SCOTTISH EXECUTIVE JOINT FUTURE GROUP REPORT - RESPONSE BY LANARKSHIRE COMMUNITY CARE PLANNING PARTNERS

18. There was submitted a report (docketed) dated 15 January 2001 by the Director of Social Work regarding the response, jointly prepared in partnership with Lanarkshire Health Board, Lanarkshire Primary Care, NHS Trust and South Lanarkshire Council to the Scottish Executive in respect of the Joint Future Group Report on Community Care (1) outlining the background to the Joint Future Group; (2) detailing in Section 3.2 of the report a table of the recommendations from the Report, the proposed implementation timescale and the current position in North Lanarkshire, and (3) enclosing as an Appendix to the report the joint response which had been submitted to the Scottish Executive.

Decided: that the action taken in submitting the joint response to the Scottish Executive Joint Future Group Report on Community Care be homologated.

PERIMETER WALLING/FENCING, BELHAVEN HOUSE, WISHAW

19. There was submitted a report dated 10 January 2001 by the General Manager, Construction Services advising (1) that the lowest tender for the perimeter walling/fencing works at Belhaven House, Wishaw was that of Peter Johnston Construction Limited, Cumbernauld in the sum of £20,972.80, and (2) that the Director of Administration was progressing the matter in terms of his delegated powers.

Decided: that the terms of the report be noted.

REVENUE ESTIMATES 2000/2001 - FINANCIAL MONITORING STATEMENT FOR THE SOCIAL WORK DEPARTMENT AND SHELTERED EMPLOYMENT - 1 APRIL TO 10 DECEMBER 2000

20. There were submitted reports dated 11 January 2001 by the Director of Social Work advising of departmental spending levels for the Department of Social Work and Sheltered Employment budgets respectively for the period 1 April to 10 December and providing a comparison with the approved budget.

Decided: that the terms of the reports be noted.

COMPOSITE CAPITAL PROGRAMME 2000/2001 - MONITORING REPORT FOR THE SOCIAL WORK DEPARTMENT - 1 APRIL TO 10 DECEMBER 2000

21. With reference to paragraph 20 of the Minute of Meeting of this Committee held on 21 November 2000 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 (1) detailing the current progress being made in the individual projects included in the Capital Programme as at 10 December 2000, and (2) intimating that expenditure against the approved budget amounted to £181,483 as detailed in Appendix 1 to the report.

Decided: that the progress of the Capital Programme for the Social Work Department as at 10 December 2000 be noted.

BEST VALUE SERVICE REVIEW CRIMINAL JUSTICE SERVICES - PROBATION AND SERVICES TO COURTS

22. There was submitted a report (docketed) dated 19 December 2000 by the Director of Social Work seeking approval for the executive summary of the Social Work Best Value Review of Probation and Court Services within North Lanarkshire and the Action Plan which has been developed in respect of the future provision of the service (1) outlining the background to the review of the probation and court services which are 100% funded through Scottish Executive grant; (2) providing as appendices to the report an executive summary of the review techniques and findings, and (3) intimating that the development of services had been considered within existing level of grant from the Scottish Executive and that further developments would be considered in the context of the strategic plan for the Criminal Justice grouping within Lanarkshire.

Decided:

- (1) that the contents of the Executive Summary Report and Action Plan for the Best Value Service Review of Criminal Justice Services, Probation and Services to Courts be approved, and
- (2) that the report be remitted to the Policy and Resources (Performance and Best Value) Sub-Committee for information.

BEST VALUE SERVICE REVIEW: COMMUNITY ALARMS

23. There was submitted a report (docketed) dated 19 December 2000 by the Director of Social Work seeking approval for the Executive Summary of the Social Work Best Value Review of Community Alarms within North Lanarkshire and the Action Plan which has been developed in respect of the future provision of the service (1) outlining the background to the Best Value Service Review of the Community Alarm Service in North Lanarkshire; (2) intimating that at the time of the Best Value Service Review the Community Alarm Service had a total of 4,792 service users with Community Alarms having been installed in 4,344 dwellings in North Lanarkshire with an annual budget for the service of £650,300, and (3) enclosing as an appendix to this report, the report of the Best Value Review of Community Alarms which provides details of (a) the review techniques and its findings, and (b) the Improvement Action Plan which sets out the priorities for addressing the areas of improvement identified from the Service Review.

Decided:

- (1) that the contents of the report of the Executive Summary Report and Action Plan for the Best Value Service Review of Community Alarms be approved, and

- (2) that the report be remitted to the Policy and Resources (Performance and Best Value) Sub-Committee for information.

CONFERENCES

24. There were considered invitations from:-

- (1) Children in Scotland to attend a conference entitled "the Future for Rural Child Care Services held in Glasgow on 7 February 2001;
- (2) Neil Stewart Associates to attend a conference entitled "Breaking the Link: Treating Drug Misusing Offenders to be held in London on 13 February 2001, and
- (3) The European Union of Supported Employment to attend a conference entitled "European Union of Supported Employment" to be held in Edinburgh from 28 to 30 March 2001.

Decided:

- (1) that the attendance of Councillor H. McGuigan at the "Breaking the Link: Treating Drug Misusing Offenders" conference to be held in London on 13 February 2001 be approved;
- (2) that the attendance of Councillors Selfridge and Sullivan at "The European Union of Supported Employment Conference" to be held in Edinburgh from 28 to 30 March 2001 be approved, and
- (3) that no attendance at the other conference be authorised.

It was agreed in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, that the public be excluded from the meeting for the following item on the grounds that the business involved the likely disclosure of exempt information as defined in paragraph 7 of Part 1 of Schedule 7A of the Act.

DEATH OF A LOOKED AFTER CHILD

25. There was submitted a report dated 28 December 2000 by the Director of Social Work advising of the death of a child who was looked after (1) detailing the background to the circumstances of the death, and (2) advising that a full report of the circumstances of the child's death had been submitted to the Scottish Executive and that following the response a further report would be presented to a future meeting of the Committee.

Decided:

- (1) that the terms of the report be noted, and
- (2) that the Director of Social Work provide a further report to a future meeting of the Committee following response from the Scottish Executive on the circumstances of the death.