

Motherwell, 25 October 2001 at 11 am.

A Meeting of the **SOCIAL WORK COMMITTEE**

PRESENT

Councillor H. McGuigan, Convener; Councillors Selfridge and Sullivan, Vice-Conveners; Councillors Chadha, Cox, Coyle, Curley, Gordon, Gormill, Homer, Irvine, Jones, Love, McCabe, McCallum, J. McGuigan, McKinlay, J. Martin, M. Murray, Robertson, Ross, Shaw and Shields.

CHAIR

Councillor H. McGuigan (Convener) presided.

IN ATTENDANCE

The Chief Committee Services Officer, Director of Social Work, Head of Social Work Services, Monitoring and Standards Manager, Manager of Information and Resources, Education Officer and Accounting Manager.

APOLOGIES

Councillors Devine, Lafferty, Lunny, McElroy and McLaughlin.

PRESENTATION ON THE PROVISION OF A MOBILE UNIT TO ENHANCE SERVICES TO PEOPLE WITH DISABILITIES

1. The Convener invited Dilini Wilkinson, Head Occupational Therapist to make a presentation on the proposed Mobile Unit set up to provide an information service to promote awareness and access to the Council services and the ranges of equipment available for disabled people.

Thereon the Head Occupational Therapist was heard in relation to the design and specifications of the mobile unit and on the facilities to be provided.

Decided: that the terms of the presentation be noted.

MINUTES OF MEETINGS OF SUB-COMMITTEES

2. There were submitted the Minutes of the meetings of the Social Work (Planning and Administration) Sub-Committee held on 2 October 2001 and the Social Work (Operations and Services) Sub-Committee held on 4 October 2001.

Decided: that the terms of the Minutes be approved.

NEW COMMUNITY SCHOOLS - ANNUAL REPORT

3. With reference to paragraph 15 of the Minute of the meeting of the Education Committee held on 29 August 2001 when that Committee, *inter alia*, (1) approved a report of 25 July 2001 by the Director of Education on the current progress of the New Community Schools Project in North Lanarkshire, and (2) remitted the report to this Committee for information, there was submitted the said report by the Director of Education thereon.

Decided: that the terms of the report be noted.

ALTERATIONS TO SOCIAL WORK OFFICES, 122 BANK STREET, COATBRIDGE

4. There was submitted a report dated 2 October 2001 by the Director of Housing and Property Services advising that (1) the lowest tender for the Alterations to the Social Work Office, 122 Bank Street, Coatbridge was that of David H Allan (Joiners and Building Contractors) Limited, Glasgow in the sum of £163,106.43, and (2) the Director of Administration was progressing the matter in terms of his delegated powers.

Decided: that the terms of the report be noted.

DEVELOPING SERVICES FOR OLDER PEOPLE: LOCAL OUTCOME AGREEMENT

5. There was submitted a report (docketed) dated 14 September 2001 by the Director of Social Work regarding the Local Outcome Agreement which requires the Council in consultation with key partner agencies to identify the spend of additional resources of community care monies allocated by the Scottish Executive (1) outlining the background to the additional funding of £24m in 2001/2002, £24m in 2002/2003 and £48m in 2003/2004, provided to local authorities to increase the range and quality of services to support older people to live at home; (2) indicating that the Local Outcome Agreements required to make specific reference to rapid response teams, intensive home care, short breaks, shopping/household maintenance services and 4 weeks free home care post discharge; (3) setting out in Section 3.1 of the report, the Council's pro rata share of funding and the activity targets in relation to the number of people/episodes for each specified area, and (4) enclosing in Appendix 1 to the report an outline of the Council's proposals following approval by the North Lanarkshire Joint Planning Forum.

Decided:

- (1) that the Local Outcome Agreement and allocation of resources as detailed in Appendix 1 to the report be approved, and
- (2) that the action taken by the Director of Social Work in submitting the Council's proposals for the spend of the additional resources provided by the Scottish Executive be homologated.

REBUILDING OUR NATIONAL HEALTH SERVICE

6. There was submitted a report (docketed) dated 11 September 2001 by the Director of Social Work in respect of the guidelines contained within the Rebuilding Our National Health Service for the formation of new NHS Boards (1) intimating that in order to improve and rationalise the current local decision making arrangements the plan proposed that in each of the 15 NHS Health Board areas there be a single unified NHS Board, which would replace the separate broad structures of existing NHS Health Boards and NHS Trusts; (2) indicating that the new NHS Boards would form a single local health system responsible for improving the health of their local population and delivering health care; (3) setting out in Section 3 of the report, proposals for the new NHS Boards designed to forge effective links with patients, staff and local communities to ensure that their needs and views are put at the heart of service design and delivery; (4) advising that the Leader of the Council had been nominated to represent the Council on the new NHS Lanarkshire Unified Board, and (5) intimating that any informal arrangement regarding representation in the absence of the appointee would require to be addressed by the Board and its advisers.

Decided: that the terms of the report be noted.

MODERNISING SOCIAL WORK SERVICES IN SCOTLAND: DRAFT NATIONAL CARE STANDARDS THIRD TRANCHE

7. There was submitted a report (docketed) dated 12 September 2001 by Director of Social Work advising of consultation in relation to the third tranche of the Draft National Care Standards (1) setting out in Section 1 of the report the areas covered by the Draft National Care Standards, and (2) enclosing in Appendix 1 to the report, the Council's response to the consultation.

Decided:

- (1) that the action taken by the Director of Social Work in submitting the Council's response to the Scottish Executive's Consultation Paper on Modernising Social Work Services in Scotland: Draft National Care Standards: Third Tranche be homologated, and
- (2) that the Director of Social Work submit further reports to future meetings of the Committee highlighting changes in regulation and developments in national standards.

THE SOCIAL WORK CUSTOMER SERVICE CHARTER AND COMMENTS FORM - PUBLIC LAUNCH

8. With reference to paragraph 20 of the Minute of the meeting of this Committee held on 6 June 2000 when the development and implementation of the Social Work Service Charter and Customer Comments Form was approved, there was submitted a report dated 20 September 2001 by the Director of Social Work proposing that the Social Work Customer Service Charter and Comments Form be launched on 25 October 2001 and seeking approval of that proposal.

Decided: that the launch of the Social Work Customer Service Charter and Comments Form be approved.

PHYSICAL STANDARDS FOR ADULT CARE HOMES

9. With reference to paragraph 5 of the Minute of the meeting of this Committee held on 23 August 2001 when the action taken by the Director of Social Work in submitting the Council's response to the Scottish Executive Consultation Paper regarding the Future of Care Homes in Scotland was homologated, there was submitted a report (docketed) dated 11 September 2001 by the Director of Social Work regarding the proposed future building standards and training standards for the Council's residential homes for adults (1) intimating that from 1 April 2001 residential services provided by the Council would be subject to registration; (2) advising that the proposals distinguish between those standards expected in relation to new build properties and those provided by existing homes; (3) setting out in sections 3.3 and 3.4 of the report the standards expected for new build homes and existing homes and staffing requirements therein, and (4) indicating that the timescale for existing services to achieve a total provision of single bedrooms had been extended to 2007.

Decided:

- (1) that the terms of the report be noted, and
 - (2) that the Director of Social Work submit further reports highlighting changes in service standards to future meetings of the Committee.
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THE REGULATION OF CARE (SCOTLAND) ACT 2001

10. With reference to paragraph 16 of the Minute of the meeting of this Committee held on 25 January 2001 when it was agreed that the Director of Social Work submit further reports to future meetings of the Committee outlining implications for the Council during the transition towards the new regulatory arrangements, there was submitted a report (docketed) dated 12 September 2001 by the Director of Social Work highlighting changes arising from the Regulation of Care (Scotland) Act 2001 (1) intimating that the main provision of the Act was the establishment of the Scottish Commission for the Regulation of Care and the Social Work Services Council; (2) detailing the remits of the Scottish Commission for the Regulation of Care and the Scottish Social Services Council; (3) intimating that from April 2002 the distinction between nursing homes and residential care homes would cease and all existing and new homes would be known as care homes; (4) setting out in Section 4.5 of the report the care services covered by the Act, and (5) providing a resume of the Act which is divided into five parts.

Decided:

- (1) that the terms of the report be noted, and
- (2) that the Director of Social Work submit further reports in respect of further changes arising from the legislation to future meetings of the Committee.

STRATEGY FOR CARERS - USE OF FUNDS 2001/2002

11. With reference to paragraph 8 of the Minute of the meeting of this Committee held on 23 August 2001 when, *inter alia*, the allocation of monies to support the Carers Strategy in North Lanarkshire was approved, there was submitted a report (docketed) dated 5 September 2001 outlining additional proposals to create further direct services to carers (1) setting out in Section 3 of the report a further six projects/areas to be provided with funding totalling £293,067 which had been identified by the Carers Strategy Group, and (2) intimating that the allocation of balance of £16,082 would be considered at future meetings of the Carers Strategy Group.

Decided:

- (1) that the allocation of monies to support the carers strategy as set out in Section 3 of the report be approved, and
- (2) that the Director of Social Work submit to future meetings of the Committee proposals to allocate the balance of the funding.

RECRUITMENT AND RETENTION OF SOCIAL WORKERS

12. The Head of Social Work Resources advised orally that discussions were ongoing with staff and trade unions in relation to the recruitment and retention of social workers and that a report would be submitted to a future meeting of the Committee.

Decided: that a report be submitted to a future meeting of the Committee following the outcome of discussions with staff and trade unions.

TRANSITION PLANNING DEMONSTRATION PROJECT - PROGRESS REPORT

13. With reference to paragraph 18 of the Minute of the meeting of this Committee held on 25 January 2000, when the proposal to establish a Project Management Group to oversee the Transition Planning Demonstration Project which aimed to improve planning and promote social inclusion for young school leavers with special needs in North Lanarkshire was approved, there was submitted a joint report (docketed) dated 3 October 2001 by the Directors of Education and Social Work regarding progress and growth being made by the Project, and proposing the establishment of the post of Team Leader (Transition Planning) graded at PO2/5 at a cost of £30,509 shared equally between the Departments of Education and Social Work and the Health Board to assist in the delivery of services to young people in transition.

Decided:

- (1) that the establishment of the post of Team Leader (Transition Planning) graded at PO2/5 be approved;
- (2) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for approval, and
- (3) that the contents of the report be otherwise noted.

SECTION 10 FUNDING

14. There was submitted a report dated 27 September 2001 by the Director of Social Work regarding an application for Section 10 funding submitted by the Parents and Children Support Project (PACS) (1) outlining the background to the work undertaken by PACS and to their previous funding arrangements, and (2) intimating that due to short term funding difficulties faced by PACS the Director of Social Work had approved the release of the funding of £2,186.

Decided: that the action taken by the Director of Social Work in providing Section 10 funding of £2,186 to PACS be homologated.

PROGRESS REPORT ON THE REVIEW AND DEVELOPMENT OF NORTH LANARKSHIRE RESIDENTIAL CHILD CARE SERVICES

15. With reference to paragraph 30 of the Minute of the meeting of this Committee held on 23 August 2001 when the progress of the review into Residential Child Care Services in North Lanarkshire was noted, there was submitted a report (docketed) dated October 2001 by the Director of Social Work (1) setting out in Section 3 of the report the work ongoing to improve services; (2) indicating the ongoing work by the Scottish Institute for Residential Child Care regarding qualifications and remuneration to assist with recruitment and retention of quality residential child care staff, and (3) advising that discussions were also proceeding with Trade Unions regarding the regrading of senior staff in residential child care units.

Decided: that the progress being made in implementing the review of Residential Child Care Services in North Lanarkshire be noted.

A HOME FOR THE FUTURE - IMPLEMENTATION PLAN

16. With reference to paragraph 7 of the Minute of the meeting of this Committee held on 21 November 2000 when, *inter alia*, it was agreed that the Director of Social Work bring forward reports to future meetings of the Committee detailing the progress in the implementation of the recommendations of the "A Home for the Future" Member/Officer Working Group, there was submitted a report (docketed)

dated September 2001 by the Director of Social Work setting out progress and summarising in Appendix 1 to the report the information in relation to progress in implementing the recommendations.

Decided:

- (1) that the progress in implementing the recommendations of the “A Home for the Future” Member/Officer Working Group be noted, and
- (2) that further progress reports on the implementation of the recommendations of the “A Home for the Future” Member/Officer Working Group be submitted to future meetings of the Committee.

IMPLEMENTATION OF THE RECOMMENDATIONS OF THE JOINT EQUIPMENT AND ADAPTATIONS MEMBER/OFFICER WORKING GROUP

17. With reference to paragraph 15 of the Minute of the meeting of this Committee held on 22 March 2001 when, *inter alia*, it had been agreed that reports advising of progress made in implementing the recommendations of the “Joint Equipment and Adaptations” Member/Officer Working Group be submitted to future meetings of the Housing and Property Services and Social Work Committees, there was submitted a joint report (docketed) dated 12 September 2001 by the Directors of Housing and Property Services and Social Work summarising in Appendix 1 to the report progress in implementing the recommendations of the “Joint Equipment and Adaptations” Member/Officer Working Group.

Decided:

- (1) that the progress in implementing the recommendations of the “Joint Equipment and Adaptations” Member/Officer Working Group be noted, and
- (2) that progress reports be submitted to future meetings of the Housing and Technical Services and Social Work Committees.

ESTABLISHMENT OF MEMBER/OFFICER WORKING GROUPS

18. The Convener proposed that, to look at various aspects of the provision of Social Work services in North Lanarkshire, a number of Member/Officer Working Groups be set up and recommended that the following Member/Officer Working Groups be established with the membership detailed below:-

Inter-Departmental Consultation/Older People

Councillor H. McGuigan - Chair
Councillor Shaw
Councillor Sullivan
1 Opposition Member

Implementation of Best Value Review of Home Care

Councillor Lunny - Chair
Councillor Irvine
Councillor Saunders
Councillor Selfridge

Learning Disability

Councillor H McGuigan - Chair
Councillor Jones
Councillor McCallum
Councillor McElroy
Councillor Scott
Councillor Shields

Absence

Councillor McElroy
Councillor McKinlay

Addiction

Councillor Sullivan - Chair
Councillor Homer
Councillor Jones
Councillor Love
Councillor Lunny
Councillor J Martin

Decided: that the establishment of the Member/Officer Working Groups and elected Member representation as detailed heretofore be approved.

REVENUE ESTIMATES 2001/2002 FINANCIAL MONITORING STATEMENT FOR THE SOCIAL WORK DEPARTMENT - 1 APRIL TO 14 SEPTEMBER 2001

19. There was submitted a report (docketed) dated 28 September 2001 by the Director of Social Work advising of the Departmental spending levels for the Department of Social Work for the period 1 April to 14 September 2001 and providing a comparison with approved budget (1) intimating that there was a projected underspend of £1m in community care monies for the current financial year; (2) proposing that as a result of the underspend non-recurring funding be provided to the following services (a) £300,000 for Adaptations to Houses; (b) £200,000 to develop an information and assessment unit at Fern Street, Motherwell, and (c) £180,000 to improve the fabric of the Council's 12 residential homes for elderly people and people with a learning disability, and (3) recommending that consideration be given to (a) increasing the capital grant to Parental Help Evenings and Weekends (PHEW) for the respite and carers centre at the Pyramid Site, Motherwell; (b) funding for provision of services to support people with special needs to live in their own home, and (c) providing non recurring revenue for service improvements in consultation with the voluntary sector.

Decided:

- (1) that £300,000 be provided to fund adaptations to the homes of individuals assessed as requiring adaptations;
- (2) that funding of £200,000 be provided to refurbish the Information and Assessment Unit at Fern Street, Motherwell;
- (3)
- (4) that funding of £180,000 be provided to upgrade the fabric of the Council's 12 residential homes for the elderly and people with a disability;

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- (5) the Director of Social Work submit a report to a future meeting of the Committee following consideration of increasing the capital grant to PHEW to reduce the mortgage at the new respite and carers centre at the Pyramid Site, Motherwell;
- (6) that the Director of Social Work be authorised to enter into discussions with Housing Organisations to explore options for enhancing the Council's Policy of Supporting People with Special Needs to live in their own home and submit a further report to a future meeting of the Committee on the outcome of the discussions;
- (7) that the Director of Social Work enter into discussions with voluntary sector providers to ascertain what service improvements could result from the provision of non-recurring funding and submit a report to a future meeting of the Committee, following the outcome of the discussions, and
- (8) that the terms of the report be otherwise noted;

REVENUE ESTIMATES 2001/2002 - FINANCIAL MONITORING STATEMENT FOR SHELTERED EMPLOYMENT - 1 APRIL TO 14 SEPTEMBER 2001

20. There was submitted a report dated 2 October 2001 by the Director of Social Work advising of the spending levels for sheltered employment for the period from 1 April to 14 September 2001 and providing a comparison with the approved budget.

Decided: that the terms of the report be noted.

COMPOSITE CAPITAL PROGRAMME 2001/2002 - MONITORING REPORT FOR THE SOCIAL WORK DEPARTMENT - 1 APRIL TO 14 SEPTEMBER 2001

21. There was submitted a report dated 2 October 2001 by the Director of Social Work (1) detailing the progress made in individual projects included in the Capital Programme as at 14 September 2001; (2) proposing that £265,000 be carried forward into the programme for 2002/2003 for the Council's Residential Homes for the Elderly, and (3) advising that the projected outturn expenditure was estimated at £1,340,196 which represented 87% of the programme.

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Decided:

- (1) that the progress of the Capital Programme for the Social Work Department as at 14 September 2001 be noted, and
- (2) that the report be remitted to the Policy and Resources Committee for consideration.

CONFERENCES

22. There were considered invitations from
- (1) the Scottish Local Government Information Unit to attend a conference entitled "Best Value in Social Work" held in Glasgow on 17 September 2001;
 - (2) the Scottish Development Centre for Mental Health to attend a conference entitled "Good Practice in Mental Health Employment Services" held in Edinburgh on 3 October 2001;

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- (3) Neil Stewart Associates to attend a conference entitled “Youth Crime in Scotland” held in Edinburgh on 9 October 2001;
- (4) Harrogate Management Centre to attend a conference entitled “Ensuring Effective Child Protection/Sex Offenders: Care Management, Risk Assessment and Treatment” held in London from 9 to 10 October 2001;
- (5) Bield to attend a conference entitled “Housing Support and Care for Older People” held in Edinburgh on 12 October 2001;
- (6) the Association of Social Work and Community Alarm Providers to attend a conference entitled “Community Alarms - The Next Five Years” held in Leicestershire from 16 to 17 October 2001;
- (7) Harrogate Management Centre to attend a conference entitled “Achieving Excellence in Stroke Rehabilitation” to be held in Harrogate on 25 October 2001;
- (8) the Scottish Local Government Information Unit to attend a conference entitled “Local Authorities and the New Agenda” to be held in Edinburgh on 6 November 2001;
- (9) Harrogate Management Centre to attend a conference entitled “Mental Health in Patients - Improving Services and Managing Risk” to be held in London on 7 November 2001;
- (10) Neil Stewart Associates to attend a conference entitled “Tackling Youth Crime” to be held in London from 8 to 9 November 2001;
- (11) Barnardos Scotland to attend a conference entitled “Barnardos Scotland Annual Conference” to be held in Edinburgh on 9 November 2001;
- (12) the Queen Mary University, Leeds to attend a conference entitled “Implementing the Auld Report” to be held in London on 13 November 2001;
- (13) the Day Care Trust to attend a conference entitled “Re-inventing Child Care” to be held in London on 14 November 2001;
- (14) Harrogate Management Centre to attend a conference entitled “Adoption Reform” to be held in London on 16 November 2001;
- (15) the University of Birmingham to attend a conference entitled “Carrots, Sticks And All That” to be held in Birmingham from 19 to 20 November 2001;
- (16) Harrogate Management Centre to attend a conference entitled “NSF for Mental Health - Reducing Deliberate Self Harm and Suicide” to be held in London on 20 November 2001;
- (17) Butterworth Tolley to attend a conference entitled “Valuing People, Supporting People - A Shared Agenda” to be held in London on 27 November 2001, and
- (18) Harrogate Management Centre to attend a conference entitled “Advances in the Care and Treatment of Dementia” to be held in London on 29 November 2001.

Decided:

- (1) that the attendance of Councillor Sullivan at the “Best Value in Social Work” conference held in Glasgow on 17 September 2001 be homologated;
 - (2) that the attendance of Councillors McKinlay and Sullivan at the “Ensuring Effective Child Protection/Sex Offenders: Care Management, Risk Assessment and Treatment” conferences held in London from 9 to 10 October 2001 be homologated;
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- (3) that the attendance of Councillor Devine at the “Housing Support and Care for Older People” conference held in Edinburgh on 12 October 2001 be homologated;
- (4) that the attendance of Councillor Scott at the “Local Authorities and the New Agenda” conference to be held in Edinburgh on 6 November 2001 be approved, and
- (5) that no attendance at the 14 other conferences 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

23. There was submitted a report dated 9 October 2001 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 would require to be submitted to the Scottish Ministers and that following the response a 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 report to a future meeting of the Committee following a response from the Scottish Ministers on the circumstances of the death.