

**Motherwell, 12 February 2002 at 11 am.** AGENDA ITEM No. 1

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

**PRESENT**

Councillor Sullivan, Convener; Councillors Gordon, Homer, Love, Lunny, J. McGuigan, McKendrick, McKinlay, J. Martin, M. Murray and Saunders.

**CHAIR**

Councillor Sullivan (Convener) presided.

**IN ATTENDANCE**

The Committee Services Officer, Head of Social Work Resources and Monitoring and Standards Manager.

**ALSO ATTENDING**

J. Brown, M. Moncrieff and M. Smith, Lanarkshire Community Care Forum.

**APOLOGIES**

Councillors Devine, Jones, McCabe, McElroy, H. McGuigan and Shields.

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

1. There was submitted a report (docketed) dated 1 February 2002 by the Director of Social Work advising of the approval, under delegated powers, of four new registrations and/or notification of changes to the registration of establishments under Section 62 of the Social Work (Scotland) Act 1968 as amended by the Registered Establishments (Scotland) Act 1987.

**Decided:** that the terms of the report be noted.

**LIST OF AUTHORISED PROVIDERS OF SOCIAL CARE SERVICES - UPDATE**

2. With reference to paragraph 2 of the Minute of the meeting of this Sub-Committee held on 11 December 2001 when, *inter alia*, it was agreed that the Director of Social Work provide reports to future meetings of the Sub-Committee highlighting further changes to the list of authorised providers of Social Care Services, there was submitted a report (docketed) dated 1 February 2002 by the Director of Social Work (1) providing details of two providers of registered services who had been added to the list of authorised providers to accommodate client choice, and (2) intimating that the client categorisation of Pacific Care Limited, Glasgow had been amended to provide registered nursing care for frail elderly people in Lillyburn Care Home, Milton of Campsie.

**Decided:**

- (1) that the amendments to the list of authorised providers of registered social care services as detailed in the report be approved, and

- (2) that the Director of Social Work provide reports to future meetings of the Sub-Committee highlighting further changes to the list of authorised providers of Social Care Services.

**CHANGES TO ARRANGEMENTS FOR ASSESSMENT OF PRIVATE AND VOLUNTARY SECTOR PROVIDERS AND SERVICES**

3. There was submitted a report (docketed) dated 1 February 2002 by the Director of Social Work setting out changes to the arrangements for assessment of registered and non-registered social care services provided by the private and voluntary sector (1) outlining the background to the current arrangements for assessing providers of social care services in North Lanarkshire; (2) proposing that (a) the current list of authorised providers be reconfigured into two registers with differing levels of assessment applied to each; (b) a Social Care Services Tendering List Register be kept of all organisations approved for tendering purposes only; (c) a list of Authorised Service Providers Register be kept where specific services were provided by a private or voluntary sector provider for the Council; (d) initial approval of registered service providers should rely on available data from current sources; (e) for initial approval of unregistered service providers, in addition to the normal assessments, the service providers would be subject to a more detailed and up to date assessment of service delivery, and (f) following inclusion on the List of Authorised Service Providers, a contract of service specification would be issued outlining the terms and conditions of the service and specifying the monitoring arrangements; (3) recommending that from 1 April 2002, the proposed changes be incorporated into the review process and the current list of authorised providers cease to operate, and (4) setting out the monitoring arrangements for those organisations currently on the registered and unregistered List of Authorised Providers of Social Care Services in North Lanarkshire.

**Decided:**

- (1) that the changes to the monitoring arrangements of Social Care Providers in North Lanarkshire as detailed within the report be approved;
- (2) that the current list of Authorised Providers be replaced with the Social Care Services Tendering List and List of Authorised Services as detailed in the report, and
- (3) that the Director of Social Work submit monitoring reports to future meetings of the Sub-Committee.

**CONTRACTING ARRANGEMENTS FOR SOCIAL CARE : CONTRACTS UPDATE REPORT**

4. With reference to paragraph 3 of the Minute of the meeting of this Sub-Committee held on 11 December 2001 when the progress in establishing social care contracts within North Lanarkshire had been noted, there was submitted a report dated 1 February 2002 by the Director of Social Work (1) intimating that there were no new registered residential services which required a contract with this Council and no new nursing home services which required a contract with Lanarkshire Health Board, and (2) indicating that there had been a requirement to secure services outwith the Council for four individuals to accommodate client choice as detailed in Appendix 1 to the report.

**Decided:** that the terms of the report be noted.

**NORTH LANARKSHIRE CARE AND REPAIR PROJECT - PROGRESS REPORT**

5. With reference to paragraph 4 of the Minute of the meeting of this Sub-Committee held on 31 March 1998 when, *inter alia*, it was agreed that periodic progress reports on the North Lanarkshire Care and Repair Project be submitted to future meetings of the Sub-Committee, there was submitted a report dated 29 January 2002 by the Director of Housing and Property Services intimating that as at

31 December 2001 (1) the project had 959 clients and 580 building cases complete or in the process of completion and 62% of the clients were over 70 years of age and over 85% had a disability, and (2) the Small Repairs Service had visited 286 clients and completed work in 256 houses and 62% of the clients were over 70 years of age and 79% had a disability.

**Decided:** that the terms of the report be noted.

## **SERVICE MONITORING REPORTS**

### **(1) INDEPENDENT SECTOR HOME CARE SERVICES**

6. With reference to paragraph 5 of the Minute of the meeting of this Sub-Committee held on 11 December 2001 when the use of independent sector home care services and the outcome of contract monitoring for the period from 1 July to 30 September 2001 were noted, there was submitted a report (docketed) dated 1 February 2002 by the Director of Social Work in respect of the period from 1 October to 31 December 2001 (1) intimating that for the period up to 31 December 2001, 204 people were receiving services from independent sector home care service providers in North Lanarkshire; (2) indicating that the number of hours delivered had increased from 2,344 to 3,976 which was mainly attributable to improvements and changes in reporting requirements, and (3) setting out in Appendix 1 to the report, levels of use and comments on the performance arising from monitoring of each provider of services.

**Decided:** that the terms of the report be noted.

### **(2) INDEPENDENT SECTOR SUPPORTED LIVING SERVICES AND OTHER SERVICES FOR YOUNG PEOPLE**

7. With reference to paragraph 6 of the Minute of the meeting of this Sub-Committee held on 11 December 2001 when the use of supported living services and other services for young people purchased by the Council and the outcome of contract monitoring for the period from 1 July to 30 September 2001 was noted, there was submitted a report (docketed) dated 1 February 2001 by the Director of Social Work in respect of the period from 1 October to 31 December 2001 (1) intimating that for the period up to 31 December 2001, 110 people were receiving supported living services within North Lanarkshire, 23 of whom had mental health problems and 78 of whom had learning disabilities, 9 with learning disabilities who receive a service from the Council's own provision - Life Choices, and (2) summarising in Appendix 1 to the report, the outcome of monitoring of independent sector supported living services and other services for young people.

**Decided:** that the terms of the report be noted.

## **SUPPLEMENTATION RATE INCREASES IN ESTABLISHMENTS OUTWITH THIS AUTHORITY**

8. There was submitted a report (docketed) dated 1 February 2002 by the Director of Social Work setting out changes to the supplementation rates set by other Local Authorities for residential and day care establishments based in the voluntary sector within their areas.

**Decided:** that the new supplementation rates as detailed in Appendix 1 to the report be approved.

**REVIEW OF SERVICE PROVISION AT CHRISTIE STREET, BELLSHILL - KEY HOUSING ASSOCIATION LIMITED, BELLSHILL**

9. There was submitted a report (docketed) dated 23 January 2002 by the Director of Social Work regarding a review of the services provided by Key Housing Association Limited, Bellshill and setting out new rates for the residential establishment at Christie Street, Bellshill (1) intimating that following a review it was recommended that the services be re-profiled with (a) two people moving from the existing registered services into a range of non-registered support arrangements; (b) 12 people to remain within the core registered service, and (c) the development of two places within an extra care registered service to accommodate those who have been recently discharged from long stay hospital places; (2) recommending that the service be funded at a rate of £2,400 per person per year core costs and an hourly rate of £10.25, and (3) proposing that the maintenance rates for the project be set out as detailed below:-

<b>Current Rate</b>	<b>Revised Places</b>	<b>Revised Rate</b>
£ 327.24	Core 12	£ 336.85
327.24	Extra Care 2	686.86

**Decided:**

- (1) that the maintenance rates, as detailed heretofore be approved with effect from 1 September 2001;
- (2) that the re-profiling of services provided by Key Housing Association Limited at Christie Street, Bellshill as detailed in the report be approved, and
- (3) that the core costs of £2,400 per person per year and an hourly rate of £10.25 for the non-registered support services at Christie Street, Bellshill be approved with effect from 1 June 2001.

**REVIEW OF MAINTENANCE RATES - QUARRIERS HOMES, MCGREGOR ROAD, CUMBERNAULD**

10. There was submitted a report (docketed) dated 21 January 2002 by the Director of Social Work regarding a review of the services provided by Quarriers Homes at McGregor Road, Cumbernauld and setting out new maintenance rates for the project (1) intimating that the project had budget variances in relation to employee costs, property costs, supplies and services and transport costs; (2) indicating that the review highlighted the need for one off expenditure to improve conditions within the kitchen garden area, and (3) proposing that the maintenance rates for 2001 and 2002 be as set out detailed below:-

<b>Current Places</b>	<b>Current Rate</b>	<b>Revised Places</b>	<b>Revised Rate</b>	<b>Effective</b>
	£		£	
8	439.05	7	557.10	1 April 2001
7	557.10	7	569.10	1 April 2002

**Decided:**

- (1) that the maintenance rates, as detailed heretofore be approved, and

- (2) that a one off payment of £5,208 be provided to Quarriers Homes to improve the kitchen and garden areas at McGregor Road, Cumbernauld.

**FERRIE HOUSE RESPITE CARE UNIT, GARTCOSH**

11. There was submitted a report (docketed) dated 21 January 2002 by the Director of Social Work regarding a review of the services provided by the Archdiocese of Glasgow at Ferrie House Respite Care Unit, Gartcosh and setting out new rates for the project (1) outlining the background to the review which had highlighted major concerns within the staffing element of the budget; (2) recommending that the Revenue Budget be increased by £5,400 to cover additional sleepover payments and £2,400 to cover training costs, and (3) proposing that the maintenance rates for 2001 and 2002 be as set out detailed below:-

<b>Current Rate</b>	<b>Revised Rate</b>	<b>Effective</b>
<b>£</b>	<b>£</b>	
1,032.18	1,129.78	1 April 2001
1,129.78	1,243.51	1 April 2002

**Decided:**

- (1) that the maintenance rates, as detailed heretofore be approved, and  
(2) that the Revenue Budget be increased by £5,400 to cover additional sleepover payments and £2,400 to cover training costs.

**REVIEW OF FUNDING : ALTERNATIVES FOR LIVING, GREENWOOD, AIRDRIE**

12. There was submitted a report (docketed) dated 7 January 2002 by the Director of Social Work regarding a review of services provided by Alternatives for Living at Greenwood, Airdrie and setting out new rates for the project (1) intimating that the staffing structure at the unit had been reviewed; (2) proposing a staffing establishment of 1 Manager, 3 Assistant Care Managers and 5 Care Assistants for the project, and (3) proposing that the maintenance rates for the project be set at £1,087.19 with effect from 1 April 2002.

**Decided:**

- (1) that the revised staffing establishment for the Alternatives for Living Project at Greenwood, Airdrie be approved with effect from 1 April 2002, and  
(2) that the revised maintenance rates of £1,087.19 be approved with effect from 1 April 2002.

**REVISED FINANCIAL ARRANGEMENTS FOR SERVICES PROVIDED BY THE RICHMOND FELLOWSHIP IN SCOTLAND**

13. There was submitted a report (docketed) dated 23 January 2002 by the Director of Social Work regarding a review of the services provided by the Richmond Fellowship in Scotland and setting out revised financial arrangements (1) outlining the background to the services provided by the Richmond Fellowship in Scotland in North Lanarkshire, and (2) proposing that the core funding provided to the Richmond Fellowship in Scotland be increased from £58,142 to £95,958.

**Decided:** that the core funding provided to the Richmond Fellowship in Scotland be increased to £95,948.

**UPRATING OF STANDARD CHARGES FOR RESIDENTIAL ACCOMMODATION OPERATED BY THE COUNCIL**

14. There was submitted a report (docketed) dated 24 January 2002 by the Director of Social Work seeking approval for the uprating of standard charges for residential accommodation operated by the Council for the elderly and people with learning disabilities (1) advising that the current charge in North Lanarkshire was the average cost of providing a residential place in the homes operated by the Council; (2) proposing that the charges for long-term care in residential homes for the elderly be increased to £364 per week and £587 per week for people with learning disabilities in residential homes, and (3) recommending that the flat rate client contribution towards the cost of short term respite care in local authority establishments be set at £58.70 per week.

**Decided:**

- (1) that the standard charge for long-term care in residential homes for the elderly be increased to £364 per week with effect from 8 April 2002;
- (2) that the standard charge for long-term care for people with learning disabilities in residential homes be increased to £587 per week with effect from 8 April 2002, and
- (3) that the flat rate client contribution for short term respite care in local authority establishments be set at £58.70 per week with effect from 8 April 2002.

**ABSENCE MONITORING**

15. There was submitted a report (docketed) dated 17 January 2002 by the Director of Social Work detailing the level of staff absence throughout the Social Work Department from October to December 2001.

**Decided:** that the terms of the report be noted.

**OVERTIME MONITORING REPORT**

16. There was submitted a report (docketed) dated 16 January 2002 by the Director of Social Work providing details of overtime worked by Officers paid above SCP35 from 13 October 2001 to 4 January 2002 and paid at SCP35.

**Decided:** that the terms of the report be noted and remitted to the Policy and Resources (Personnel) Sub-Committee for its interest.

**NORTH LANARKSHIRE JOINT COMMUNITY CARE PLAN ANNUAL REVIEW 2002 - CONSULTATION**

17. With reference to paragraph 10 of the Minute of the meeting of the Social Work Committee held on 23 August 2001 when, inter alia, the Joint Community Care Plan 2001/2002 was approved, there was submitted a report (docketed) dated 1 February 2002 by the Director of Social Work setting out the consultation process for the Joint Community Care Plan Annual Review 2002 and seeking approval

for associated expenditure (1) proposing that Lanarkshire Community Care Forum organise meetings in partnership with other client partners and prepare a report on the consultation process for the 2002 Annual Review; (2) intimating that the cost of funding the consultation exercise would be approximately £4,200, and (3) indicating that the cost of printing 10,000 copies of the summary plan would be £2,157.

**Decided:**

- (1) that Lanarkshire Community Care Forum be authorised to organise consultation meetings in partnership with other client partners and prepare a report on the consultation process in relation to the Joint Community Care Plan 2001/2004;
- (2) that Lanarkshire Community Care Forum be provided with funding of approximately £4,200 to carry out the consultation exercise, and
- (3) that the cost of printing 10,000 copies of the summary plan of £2,257 be approved.