

Motherwell, 22 August 2002 at 11 am.

A Meeting of the **SOCIAL WORK COMMITTEE**

PRESENT

Councillor H. McGuigan, Convener; Councillor Sullivan, Vice-Convener; Councillors Chadha, Cox, Coyle, Curley, Devine, Gordon, Gormill, Homer, Irvine, Jones, Lunny, McCallum, J. McGuigan, McLaughlin, M. Murray, Nolan, Robertson and Saunders.

CHAIR

Councillor H. McGuigan (Convener) presided.

IN ATTENDANCE

The Committee Services Officer, Director of Social Work, Head of Social Work Services, Head of Social Work Resources Manager, Planning and Development (Community Care Partnerships) and Accounting Manager, Finance Department.

ALSO ATTENDING

M. Moncrieff, Lanarkshire Community Care Forum.

APOLOGIES

Councillors Love, McCabe, McElroy, J. Martin, Ross and Selfridge.

SOHAM TRAGEDY

1. The Convener referred to the tragic events concerning the disappearance of Jessica Chapman and Holly Wells and asked Members to stand for a minute silence in remembrance.

MINUTES OF MEETINGS OF SUB-COMMITTEES

2. There were submitted the Minutes of the meetings of the Social Work (Planning and Administration) Sub-Committee and the Social Work (Operations and Services) Sub-Committee held on 6 August 2002.

Decided: that the terms of the Minutes be approved.

PANEL OF SAFEGUARDERS FOR NORTH LANARKSHIRE

3. **C** With reference to paragraph 28 of the Minute of the meeting of this Committee held on 20 December 2001 when, inter alia, the Director of Administration was authorised to advertise for the recruitment of additional legally qualified persons to be members of the panel of safeguarders for North Lanarkshire, there was submitted a report (docketed) dated 2 August 2002 by Director of Administration seeking authority to appoint six legally qualified persons to serve on the panel of safeguarders for North Lanarkshire (1) indicating that following press advertisement eight applications were received and the applicants interviewed; (2) intimating that two of the applicants were unable to attend for interview,

and (3) recommending that the six applicants detailed in Appendix 1 to the report be appointed to the panel of safeguarders for North Lanarkshire with effect from 1 October 2002 to 31 December 2005.

Decided:

- (1) that the persons recommended by the interview panel detailed in Appendix 1 to the report be appointed to the Panel of Safeguarders for North Lanarkshire with effect from 1 October 2002 to 31 December 2005, and
- (2) that the names of the persons listed in Appendix 2 to the report be held on file for future reference should there be any further necessity to extend the Panel of Safeguarders for North Lanarkshire.

Councillor Jones declared a non pecuniary interest in the following item of business and took no part in its consideration.

SECTION 10 GRANTS

4. With reference to paragraph 18 of the Minute of the meeting of this Committee held on 28 February 2002 when, *inter alia*, it was agreed that a review of all organisations in receipt of Section 10 Grant be carried out, there was submitted a report (docketed) dated 7 May 2002 by the Director of Social Work regarding applications received from voluntary organisations requesting funding for the 2002/2003 financial year under Section 10 of the Social Work (Scotland) Act 1968 (1) intimating that the Council's Chief Executive's Department were undertaking a value for money study on grants awarded to community groups and voluntary organisations, the scope of which would involve the examination of Social Work Department's Section 10 Grants; (2) providing details of applications received from Craigneuk (Wishaw) Benefits Group and Beulah (North Lanarkshire Furniture Recycling Initiative), and (3) proposing that in light of alternative funding received following the introduction of Transitional Housing Benefit, the allocation of grants to Monklands, Motherwell and District and North Lanarkshire Women's Aid Groups be reviewed.

Decided:

- (1) that the establishment of the Council wide grants Value for Money review Working Group be noted and that the delay of the Department's review of Section 10 processes be approved;
- (2) that the recommended level of grant to Craigneuk (Wishaw) Benefits Groups and Beulah, (North Lanarkshire Furniture Recycling Initiative) as detailed in Appendix 1 to the report be approved;
- (3) that the allocation of grants to Monklands, Motherwell and District and North Lanarkshire Women's Aid Groups be reviewed in light of alternative funding now available to those organisations through Transitional Housing Benefit, and
- (4) that the Director of Social Work submit a further report to a future meeting of the Committee on the implications for the Social Work Department's Section 10 Grants following the outcome of the Council wide value for money review of the grants awarded to Community Groups and Voluntary Organisations.

COMPLAINTS STATUS REPORT : 1 APRIL 2001 TO 31 MARCH 2002

5. There was submitted a report (docketed) dated 7 August 2002 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 2001 to 31 March 2002 (1) indicating that the number
-
-

of complaints received represented 0.3% of the total number of people receiving a Social Work service; (2) detailing improvements to the procedures for handling complaints, and (3) intimating in Appendix 1 to the report, numbers, locations and nature of complaints which were addressed and the complaint outcomes.

Decided: that the terms of the report be noted.

SOCIAL WORK (COMPLAINTS REVIEW) SUB-COMMITTEE

6. **C** There was submitted a report (docketed) dated 15 August 2002 by the Director of Administration advising of guidance issued by the Scottish Executive regarding the composition of Social Work (Complaints Review) Sub-Committees following a ruling by the English High Court (1) outlining the background to previous legislation in relation to the composition of Social Work (Complaints Review) Sub-Committees; (2) intimating that in the case of *Beeson -v- Dorset County Council* a Judge had ruled that a Social Work (Complaints Review) Sub-Committee consisting of two Councillors and one independent person was insufficiently independent for the purpose of Article 6 of the European Convention on Human Rights; (3) indicating that, following the ruling, the Scottish Executive had issued further guidance to local authorities recommending that, in future, when appointing membership of a Complaints Review Sub-Committee, all three members should comply with the definition of "Independent Person", and (4) proposing that the Council's pool of three independent persons be expanded and that nominations be sought from individuals and organisations who have a knowledge of Social Work matters.

Decided:

- (1) that the guidance issued by the Scottish Executive whereby Social Work (Complaints Review) Sub-Committees should consist entirely of independent persons be followed, and
- (2) that the Director of Administration seek nominations for appointment by the Council of suitably qualified persons for membership of the Social Work (Complaints Review) Sub-Committee and submit a further report to a future meeting of the Committee.

SUPPORTED EMPLOYMENT CONFERENCE

7. There was submitted a report (docketed) dated 2 July 2002 by the Director of Social Work highlighting issues identified at the Supported Employment Conference held on 23 May 2002 and jointly hosted by the Council and the Joseph Rowntree Foundation (1) setting out the objectives of the conference which was held to launch the Council's framework document on supported employment; (2) providing a report on the conference, and (3) setting out in Appendix 1 to the report a number of policy matters arising from the conference which required to be raised with the Scottish Executive and Central Government.

Decided:

- (1) that the Director of Social Work be authorised to raise the issues highlighted in Appendix 1 to the report with the Scottish Executive and Central Government, and
- (2) that the Director of Social Work submit a further report to a future meeting of the Committee on the outcome of the representations to the Scottish Executive and Central Government.

YOUTH CRIME - ACTION PLAN

8. There was submitted a report (docketed) dated 11 July 2002 by the Director of Social Work advising of further Scottish Executive recommendations in respect of youth crime; (1) intimating that the recommendations had been agreed on a tiered approach to tackle persistent offending, to promote community safety and order and to promote the effectiveness of the Juvenile Justice system; (2) setting out details of each area of the action plan; (3) detailing the position in relation to youth crime in North Lanarkshire, and (4) intimating that the Council's allocation for progressing the recommendations contained in the youth crime review was £357,000 in 2002/2003 and £714,000 in 2003/2004.

Decided:

- (1) that the terms of the report be noted, and
- (2) that the Director of Social Work submit a further report to a future meeting of the Committee following the publication of the Scottish Executive Implementation Schedule.

DELAYED DISCHARGES REPORT AND ACTION PLAN - SCOTTISH EXECUTIVE INITIATIVE

9. With reference to paragraph 18 of the Minute of the meeting of this Committee held on 9 May 2002 when, *inter alia*, an allocation of £2.126m of additional funding to the Lanarkshire Partnership to address delayed discharges was noted, there was submitted a report (docketed) dated 18 July 2002 by the Director of Social Work in relation to the progress of the Scottish Executive Initiative to reduce the impact of delayed discharges on acute hospital services (1) intimating that the Council's share of the funding would be between £140,000 and £350,000 on a recurring basis, and (2) indicating that a number of posts relating to the joint action plan would be considered at future meetings of the Committee.

Decided:

- (1) that the Council's allocation of funding from the Lanarkshire Partnership Joint Action Plan to address delayed discharges be noted, and
- (2) that the Director of Social Work submit a report to a future meeting of the Committee on the progress of the Plan.

MAKING SCOTLAND SAFER : IMPROVING THE CRIMINAL JUSTICE SYSTEM

10. There was submitted a report (docketed) dated 31 July 2002 by the Director of Social Work regarding the content and main proposals contained within the White Paper "Making Scotland Safer : Improving the Criminal Justice System" (1) intimating that the key themes covered in the White Paper were protecting the public, effective sentences, keeping the law up to date, promoting an efficient criminal justice system and young people, and (2) enclosing in the appendix to the report details of the main proposals of the White Paper, the impact of each proposal and implications for local authorities.

Decided: that the Director of Social Work provide further reports to future meetings of the Committee on the progress of the White Paper "Making Scotland Safer : Improving the Criminal Justice System".

EUROPEAN FUNDING APPLICATIONS - APPROVAL OF EQUAL INITIATIVE

11. With reference to paragraph 17 of the Minute of the meeting of this Committee held on 9 May 2002 when, *inter alia*, it was agreed that the Director of Social Work submit a further report to a future meeting of the Committee advising of the outcome of the application to the European Equal Programme, there was submitted a report (docketed) dated 14 August 2002 by the Director of Social Work advising of the successful outcome of the grant application to the European Equal Programme (1) intimating that the total value of the Equal Application over a 3 year period was £272,082, £91,572 of which would be received through European Funding with the remaining £180,510 being met through agreed funding of £72,000 and in-kind contributions of £108,510; (2) advising that the outcome of application made under ESF Objective 3 Programme to further develop the Partnership Employment Project would be known in Autumn 2002, and (3) proposing the creation of the posts of Senior Supported Employment Officer graded at PO2; Job Coach graded at AP3 and part-time Clerical Assistant graded at GS1/2 for a 30 month period.

Thereon the Head of Social Work Services intimated that the Job Coach should be graded at spinal column point 22-27.

Decided:

- (1) that the staffing recommendations contained within the report, as amended orally at the meeting, be approved;
- (2) that the Director of Social Work submit a further report to a future meeting of the Committee advising of the outcome of the remaining application relating to the Partnership Employment Project, and
- (3) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

BEST VALUE : CROSS CUTTING REVIEW OF SERVICES TO OLDER PEOPLE

12. There was submitted a report (docketed) dated 27 June 2002 by the Director of Social Work summarising progress in relation to the cross cutting best value review of services to older people (1) outlining the scope and terms of reference of the review; (2) detailing the policies and strategies which would inform the work of the review group, and (3) setting out the objectives of the review process and the planned timetable.

Decided: that the progress in respect of the cross cutting best value review of services to older people be noted.

SERVICE DEVELOPMENTS

13. There was submitted a report dated 14 August 2002 by the Director of Social Work summarising the service development areas to be targeted with the £10,286,000 of additional resources approved by the Scottish Executive.

Decided: that the scope of the service developments to be targeted with the additional Scottish Executive resources within the Council's Social Work Department be noted.

IMPLEMENTATION OF SOCIAL WORK DEPARTMENT SERVICE DEVELOPMENTS

(1) SERVICE DEVELOPMENT PROPOSALS - HOME SUPPORT SERVICE

14. There was submitted a report (docketed) dated 14 August 2002 by the Director of Social Work seeking approval of proposals designed to meet significant areas of service growth in the provision of home care services in North Lanarkshire (1) outlining the background to the development and expansion of home care services within North Lanarkshire; (2) detailing the key developments which have led to increased demand on home support services in North Lanarkshire; (3) proposing that, in order to rationalise the administrative support to home support teams, the creation of one post of Administrative Assistant graded at AP1 for Cumbernauld Area Team and the creation of four posts of Clerical Assistant/Typist graded at GS1/2 for Airdrie, Cumbernauld, Motherwell and Wishaw Area Teams; (4) recommending, in order to support the development and management of home support services in each area team, the creation of (a) six posts of Senior Home Support Manager graded at PO2, and (b) six posts of Administrative Officer graded at AP3, and (5) indicating that due to significant developments in home care services, the adoption of a trip mechanism to identify the requirement for additional Home Support Manager/Administrative support would allow timeous and controlled development of a home support infrastructure.

Decided:

- (1) that the staffing recommendations contained within the report be approved;
- (2) that the Director of Social Work submit a further report on a proposed trip mechanism in respect of Home Support Manager posts;
- (3) that the Director of Social Work submit a further report to a future meeting of the Committee on further developments in the home support service, and
- (4) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

(2) HOME SUPPORT SERVICES INFRASTRUCTURE AND MANAGEMENT SUPPORT - TRIP MECHANISM

15. With reference to the previous paragraph of this Committee when, *inter alia*, it was agreed that the Director of Social Work submit a separate report on a proposed trip mechanisms in respect of Home Support Manager posts, there was submitted a report (docketed) dated 14 August 2002 by the Director of Social Work seeking approval for the establishment of a workload trip mechanism which would allow the timeous and controlled development of a home support infrastructure (1) setting out in Appendix 1 to the report the measurement criteria which would invoke the trip mechanism, and (2) proposing that Clerical Assistant/Typist posts graded at GS1/2 be created on a one to one basis with Home Support Manager posts through the workload trip mechanism.

Thereon the Head of Social Work Services requested that the creation of the workload trip mechanism be approved in principle and a further detailed report be submitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

Decided:

- (1) that the creation of a workload trip mechanism in respect of Home Support Manager posts graded at AP4 and Clerical Assistant/Typist posts graded at GS1/2 be approved in principle and subject to a further detailed report to the Policy and Resources (Personnel) Sub-Committee for consideration;

- (2) that posts created through the workload trip mechanism be reported to a subsequent meeting of this Committee, and
- (3) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

(3) SERVICE DEVELOPMENTS: CHANGING CHILDREN'S SERVICES FUND

16. There was submitted a report (docketed) dated 14 August 2002 by the Director of Social Work seeking approval to progress the Social Work developments outlined in the Council's bid to the Changing Children's Services Fund (1) intimating that the Director of Social Work would be the lead officer on four of the Council's fourteen proposals; (2) proposing that the service at Kirknowe House be reconfigured to provide a more extensive, responsive, intensive and integrated community service, and (a) the creation of one post of Co-ordinator, Community Alternatives graded at PO5; (b) the deletion of one post of Project Leader graded at PO2; (c) the creation of one post of Team Leader graded at PO2/5; (d) the redesignation of three Assessment Worker posts to Young Persons Support Worker graded at AP4/5/QSW; (e) the creation of three posts of Young Person Support Worker graded at AP4/5/QSW, and (f) the creation of 3.5 posts of Social Work Assistants graded at AP2/3, one post of Person Centre Therapist graded at AP4/5, one post of Administrative Assistant graded at AP1, and two posts of Clerical Assistant/Typist graded at GS1/2; (3) setting out the proposals for the expansion of transitional planning for young people with a disability, and the expansion of the NCH Young Carers Project which provides specific support to young carers affected by alcohol or drugs misuse; (4) detailing proposals which would consolidate activity to support children with or affected by a disability of an adult or sibling, which includes, the creation of one post of Resource Worker graded at AP4/5/QSW, and (5) setting out the financial implications of the proposals contained within the report.

Thereon the Head of Social Work Services advised that the post which required to be deleted was that of Project Manager and not Project Leader as contained within the report.

Decided:

- (1) that the allocation of funding from the Changing Children's Services Fund of £1,747,000 in 2002/2003 and £2,361,000 in 2003/2004 be noted;
- (2) that the service developments contained within the report be approved;
- (3) that the personnel recommendations contained within the report, as amended orally at the meeting, be approved;
- (4) that the application of a 7.5% irregular hours allowance to the six Young Person Support Workers posts and a 7.5% irregular hours allowance and weekend enhancement to the 3.5 Social Work Assistant posts be approved;
- (5) that the Director of Social Work be authorised to enter into negotiations with Partners in Play and the NCH Young Carers Project as detailed within the report, and
- (6) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

(4) SERVICE DEVELOPMENTS FOR PEOPLE WITH PHYSICAL DISABILITIES

17. There was submitted a report (docketed) dated 8 July 2002 by the Director of Social Work regarding service development proposals for people with physical disabilities in North Lanarkshire (1) outlining the background to the provision of occupational therapy services in North Lanarkshire; (2) detailing a

number of development proposals for occupational therapy staff, and (3) proposing, in order to enhance the quality of the service provided, the creation of (a) three posts of Senior Officer (Independent Living) graded at PO2/5; (b) eight posts of Occupational Therapist graded at COT, and (c) three posts of Clerical Assistant graded at GS1/2.

Decided:

- (1) that the development proposals for occupational therapy staff detailed within the report be approved;
- (2) that the staffing recommendations and relevant funding as detailed within the report be approved;
- (3) that the Director of Social Work submit a further report to a future meeting of the Committee on the development of the service, and
- (4) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

(5) IMPLEMENTATION OF SOCIAL WORK PRIORITIES 2002: DELAYED DISCHARGES ACTION PLAN - GREATER GLASGOW AND LANARKSHIRE NHS BOARDS

18. With reference to paragraph 9 of the Minute of this meeting when, *inter alia*, the Council's allocation of funding from the Lanarkshire Partnership Joint Action Plan allocation of £2.126m to address delayed discharges was noted, there was submitted a report (docketed) dated 18 July 2002 by the Director of Social Work setting out proposals for the use of the Council's share of recurring funding to reduce delayed discharges in the Greater Glasgow and Lanarkshire NHS Board areas (1) outlining the background to the Scottish Executive Initiative to reduce the impact of delayed discharges on acute hospital services; (2) intimating that in order to tackle the problem of delayed discharges in the Greater Glasgow NHS Board area, the Council would require to have staff presence in Stobhill Hospital, Glasgow and create greater flexibility in establishing packages of care; (3) proposing the creation of one post of Social Work Assistant graded at AP2/3 attached to Cumbernauld Area Team with specific responsibility to linking to hospital discharge in the Greater Glasgow NHS Board area; (4) intimating that a flexible budget would be created within Cumbernauld Area Team to allow direct provision and/or purchase of home care services; (5) recommending, in order to implement the Lanarkshire Partnership Delayed Discharge Joint Action Plan, the creation of (a) one post of Integrated Service Manager graded at PO8 located in either Monklands District or Wishaw General Hospitals; (b) one post of Senior Clerical Assistant graded at GS3, and (c) four posts of Social Work Assistant graded at AP2/3, split between Monklands District and Wishaw General Hospitals, and (6) indicating that administrative support to the newly appointed posts would be subject to discussions with Health Service colleagues.

Decided:

- (1) that the staffing proposals detailed within the report be approved;
- (2) that the Director of Social Work submit a further report on the progress of the Lanarkshire Partnership Delayed Discharge Joint Action Plan, and
- (3) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

(6) SOCIAL WORK DEVELOPMENTS - INFRASTRUCTURE FOR NETWORK OF RESOURCES

19. There was submitted a report (docketed) dated 14 August 2002 by the Director of Social Work seeking approval for the creation of a number of resources posts required to support developments within the Department (1) intimating that the Department's Training Section would be expanded to support developments in Home Support, Planning, Development and Management of the section; (2) proposing, in order to meet demands on the Department's Training Section, the creation of (a) one post of Co-ordinator (Training) graded at PO5, (b) 3 posts of SVQ Assessor/Verifiers graded at AP5, and (c) one post of Clerical Assistant/Typist graded at GS1/2 and deletion of post of Training Officer graded at PO2; (3) indicating that the demands on the Department's Finance and Administration Section had increased through the allocation of funding in relation to Free Personal Care, Addiction, Learning Disability, Supporting People, Transitional Housing Benefit, Children's Services Change Fund And The Transfer Of Works and Pension Resources; (4) recommending, in order to meet those new responsibilities, the creation of (a) one post of Office Manager graded at AP5; (b) one post of Accountant graded at AP5/PO6; (c) one post of Resource Officer graded at AP5, and (d) one post of Administrative Assistant graded at AP1, and (5) proposing, in order to meet additional demands on performance management and information communication systems within the Department, the deletion of (a) one post of IT Assistant graded at AP2 and 3 posts of Administrative Officer graded at AP3, and (b) the creation of four posts of IT Support Worker graded at AP3.

Decided:

- (1) that the additional demands and responsibilities placed upon the Department's Training, Finance and Administration and Performance Management and Information Communication Technology Sections be noted;
- (2) that the staffing proposals detailed within the report be approved, and
- (3) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

(7) OLDER PEOPLE'S SERVICES: POST OF SENIOR OFFICER OLDER PEOPLE (DEMENTIA)

20. There was submitted a report dated 18 July 2002 by the Director of Social Work advising of significant growth demands in older people's services and seeking approval of associated proposals (1) outlining the background to the provision of older people's services in North Lanarkshire, and (2) recommending, that in order to assist the development of services to older people, the creation of one post of Senior Officer Older People (Dementia Services) graded at PO2.

Decided:

- (1) that the establishment of one post of Senior Officer Older People (Dementia Services) graded at PO2 be approved. and
- (2) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

(8) COMMUNITY CONNECTIONS FOR PEOPLE WITH DISABILITIES

21. There was submitted a report (docketed) dated 8 July 2002 by the Director of Social Work regarding the Council's successful bid for Better Neighbourhood Services Funding (1) intimating that £39,450 would be provided over a two year period; (2) recommending, in order to support people with disabilities to use facilities within their own communities, the creation of two part-time (18.5 hours) Project Workers graded at RW16, and (3) intimating that following the successful Supported Employment Conference in May 2002, the Council had been approached by Pavilion, a national
-
-

training organisation to co-sponsor a further event entitled "Learning Disability Today" to be held in Glasgow in March 2003.

Decided:

- (1) that the establishment of two part-time (18.5 hours) Project Workers graded at RW16 be approved;
- (2) that the co-sponsoring a national conference entitled "Learning Disability Today" to be held in Glasgow in March 2003 at a cost of £5,000 be approved, and
- (3) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

(9) SERVICE DEVELOPMENTS: RECONFIGURATION AND RESTRUCTURE OF CHILDREN AND FAMILIES THROUGH-CARE SERVICES

22. There was submitted a report (docketed) dated 14 August 2002 by the Director of Social Work seeking approval for the reconfiguration and restructure of the Department's Children and Families Throughcare Service (1) outlining the background to the (a) current provision of throughcare services in North Lanarkshire, and (b) current staffing structure of the service; (2) setting out the new responsibilities and requirements for the Council in terms of its delivery of throughcare and aftercare services; (3) recommending, in order to meet the new responsibilities (a) the creation of one post of Throughcare Co-ordinator graded at PO5; (b) the deletion of one post of Senior Social Worker graded at PO2/5 and two posts of Resource Worker graded at AP4/5/QSW; (c) the redesignation of three Resource Workers to Care Managers graded at AP4/5/QSW; (d) the regrading of Support Workers to Social Work Assistants from salary grade AP1 to AP2/3, and (e) the creation of one post of Health Liaison Officer graded at AP4/5, one post of Admin Assistant graded at AP1 and one post of Senior Clerical Assistant graded at GS3; (4) proposing that in order to meet the service developments detailed in Section 5 of the report, funding be made available from the supporting people budget to ensure that the increased staffing and running costs can be met, and (5) recommending that the weekly Supported Carers Allowance be increased to £250.

Thereon the Head of Social Work Services intimated that the implementation date of the proposals would be subject to further discussions with Trade Unions and reported to the Policy and Resources (Personnel) Sub-Committee.

Decided:

- (1) that the proposed service developments and personnel recommendations contained within the report be approved subject to the outcome of further discussions with Trade Unions on the implementation date of the proposals which would be reported to the Policy and Resources (Personnel) Sub-Committee;
 - (2) that the application of a 7.5% irregular hours allowance to the Senior Social Worker post, three Care Manager posts and eight Social Work Assistant posts as detailed in Section 4.2 of the report be approved;
 - (3) that the transfer of supporting people monies to progress service developments in throughcare and aftercare services in North Lanarkshire be approved;
 - (4) that the weekly Supported Carers Allowance be increased to £250, and
 - (5) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.
-
-

REVENUE ESTIMATES 2002/2003 - FINANCIAL MONITORING REPORT FOR THE SOCIAL WORK DEPARTMENT AND SHELTERED EMPLOYMENT - 1 APRIL TO 21 JUNE 2002

23. There were submitted reports dated 10 July and 12 August 2002 by the Director of Social Work advising of departmental spending levels for the Department of Social Work and Sheltered Employment for the period from 1 April to 21 June 2002 and providing a comparison with the approved budget.

Decided: that the terms of the report be noted.

BUDGET MONITORING REPORT FOR THE SOCIAL WORK DEPARTMENT AND SHELTERED EMPLOYMENT - 1 APRIL 2001 TO 31 MARCH 2002 - OUTTURN REPORT

24. There was submitted a report dated 24 July 2002 by the Director of Social Work detailing the outturn expenditure for the financial year 2001/2002 for the Department of Social Work and Sheltered Employment (1) providing a comparison of actual expenditure and income with the approved budget with explanations of the more significant variances; (2) intimating that, in order to alleviate the Department's lack of office accommodation for headquarters and Area Team staff, a contribution of £650,000 in the financial year 2002/2003 and a further £200,000 in 2003/2004 had been provided to carry out refurbishment works to the office accommodation located in Brandon Parade, Motherwell, and (3) proposing that an additional £450,000 be provided to PHEW for the Respite and Carers Centre of Excellence at the Pyramid Site, Motherwell.

Decided:

- (1) that the outturn variances for the Social Work Department and Sheltered Employment for 2001/2002 be noted;
- (2) that £650,000 in 2002/2003 and £200,000 in 2003/2004 provided to facilitate the refurbishment of the office accommodation at Brandon Parade, Motherwell be noted;
- (3) that an additional £450,000 grant be made available to PHEW for the Respite and Carers Centre of Excellence at the Pyramid Site, Motherwell, and
- (4) that the report be submitted to the Policy and Resources Committee for consideration.

COMPOSITE CAPITAL PROGRAMME 2002/2003 - MONITORING REPORT FOR THE SOCIAL WORK DEPARTMENT - 1 APRIL TO 21 JUNE 2002

25. There was submitted a report (docketed) dated 13 August 2002 by the Director of Social Work (1) detailing the progress made in individual projects included the Capital Programme for the Department of Social Work as at 21 June 2002; (2) intimating that expenditure against the approved budget amounted to £0.262m as detailed in Appendix 1 to the report, and (3) recommending a number of adjustments to the Capital Programme totalling £500,000.

Decided:

- (1) that the progress of the Capital Programme for the Department of Social Work as at 21 June 2002 be noted, and
- (2) that the adjustments to the Capital Programme totalling £500,000 be approved and the report remitted to the Policy and Resources Committee for consideration.

SOCIAL WORK SERVICE STANDARDS: MONITORING REPORT

26. There was submitted a report (docketed) dated 28 June 2002 by the Director of Social Work regarding the performance of the Social Work Department in relation to corporate service standards during the first quarter of 2002/2003.

Decided: that the performance of the Social Work Department in the first quarter of 2002/2003 be noted.

SOCIAL WORK SERVICE PLAN 2001/2004 - QUARTERLY MONITORING REPORT

27. There was submitted a report dated 28 June 2002 by the Director of Social Work advising of the implementation of the Social Work Service Plan for 2001/2004 and setting out in the Appendix to the report details of the progress of the key strategic development tasks identified therein.

Decided: that the progress of the key strategic development tasks as detailed in the Appendix to the report be noted.

ALTERATIONS TO SOCIAL WORK OFFICES AT EMMA JAY ROAD/MAIN STREET, BELLSHILL

28. There was submitted a report dated 4 June 2002 by the Director of Housing and Property Services advising that (1) the lowest tender for the alterations to Social Work Offices at Emma Jay Road/Main Street, Bellshill was that of Fullwood Holdings Limited, New Stevenston in the sum of £69,303.86, 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.

FINAL MEASUREMENTS

29. There was submitted a report dated 13 May 2002 by the Director of Housing and Property Services (1) detailing final measurements for five Social Work projects, and (2) advising that the total tender value for the five projects was £579,701.46 compared with the final cost of £583,808.64.

Decided: that the final measurements as detailed within the report be noted.

A HOME FOR THE FUTURE - IMPLEMENTATION PLAN

30. With reference to paragraph 7 of the Minute of the meeting of this Committee held on 21 November 2000 when, *inter alia*, the Director of Social Work was requested to submit reports to future meetings of the Committee detailing the progress in implementing the recommendations of the "A Home for the Future" Member/Officer Working Group, there was submitted a report (docketed) dated 1 July 2002 by the Director of Social Work regarding the progress of the implementation of the Member/Officer Working Group recommendations to date and providing in the appendix to the report, an updated implementation plan.

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

31. With reference to paragraph 6 of the Minute of the meeting of this Committee held on 21 November 2000 when, *inter alia*, the Committee (1) endorsed the preferred options recommended by the Joint Equipment and Adaptations Member/Officer Working Group which were designed to create major improvements in occupational therapy services and the provision of equipment and adaptations, and (2) requested that the Directors of Housing and Property Services and Social Work submit a joint progress report on the implementation of the recommendations, there was submitted a joint report (docketed) dated 26 June 2002 by the Directors of Housing and Property Services and Social Work regarding the progress of the implementation of the Member/Officer Working Group recommendations to date and providing in the appendices to the report details of waiting lists for assessment and adaptations expenditure.

Decided:

- (1) that the progress in implementing the recommendations of the "Joint Equipment and Adaptations" Member/Officer Working Group be noted, and
- (2) that further progress reports on the implementation of the recommendations of the "Joint Equipment and Adaptations" Member/Officer Working Group be submitted to a future meeting of the Committee.

MEMBER/OFFICER REVIEW OF DAY OPPORTUNITIES FOR PEOPLE WITH LEARNING DISABILITIES : PROGRESS REPORT

32. There was submitted a report (docketed) dated 26 June 2002 by the Director of Social Work regarding the Member/Officer Working Group established to review day opportunities for people with learning disabilities (1) detailing the progress to date, and (2) intimating that a report would be submitted to a future meeting of the Committee containing an analysis of financial, personnel and other implications.

Decided: that the terms of the report be noted.

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

33. With reference to paragraph 29 of the Minute of the meeting of this Committee held on 9 May 2002 when the progress being made in implementing the review of residential child care services in North Lanarkshire was noted, there was submitted a report (docketed) dated 3 July 2002 by the Director of Social Work setting out in Section 3 of the report the work on-going to improve child care services in North Lanarkshire.

Decided:

- (1) that the progress being made in implementing the review of residential child care services in North Lanarkshire be noted, and
- (2) that further progress reports on the review be submitted to future meetings of the Committee.
-
-

MEMBERSHIP AND REMIT OF MEMBER/OFFICER GROUP ON CHILDREN AND YOUNG PEOPLE SERVICES

34. With reference to paragraph 29 of the Minute of the meeting of this Committee held on 9 May 2002 when, inter alia, it was agreed that a Member/Officer Working Group be established to consider the recommendations of the Scottish Institute for Residential Child Care Report into the Council's provision of residential child care services and the full spectrum of the Council child care provision, there was submitted a report (docketed) dated 24 June 2002 by the Director of Social Work (1) setting out in section 3.1 of the report, the areas which would be considered by the Group; (2) detailing the proposed contextual framework under which the Group would operate, and (3) enclosing in Appendix 1 to the report, the membership of the Member/Officer Working Group.

Decided:

- (1) that the remit and contextual framework of the Member/Officer Working Group on Children and Young People services be noted;
- (2) that the membership of the Working Group as detailed in the appendix to the report be noted, and
- (3) that the Director of Social Work submit a report to a future meeting of the Committee detailing the progress of the Group.

CONFERENCES

35. There was submitted a report (docketed) dated 2 August 2002 by the Director of Administration advising that eleven invitations had been received in respect of attendance at Conferences, and seeking consideration of the invitations.

Decided:

- (1) that the following conference attendances be homologated:-

| Conference | Venue | Date(s) | Attendance |
|---|--------------|----------------|---|
| Supported Employment for People with Disabilities | Bellshill | 23 May 2002 | Councillors Irvine, Love, M. Murray and J. McGuigan |
| Supporting Deafblind People | Glasgow | 17 June 2002 | Councillor Sullivan |
| Under the Microscope | Birmingham | 15 July 2002 | Councillor Sullivan |

- (2) that the Council be represented at the undernoted Conferences:-

| Conference | Venue | Date(s) | Attendance |
|---|--------------|-------------------|---------------------------------------|
| The Criminal Justice (Scotland) Bill - Building a Safer Community | Edinburgh | 10 September 2002 | 1 Member of the Social Work Committee |
| Health and Local Government Partnerships - Best Practice, Future Developments | London | 17 September 2002 | 1 Member of the Social Work Committee |

SOCIAL WORK – 22 August 2002

| Conference | Venue | Date(s) | Attendance |
|--|--------------|-------------------|--|
| Scottish Housing and Support Conference 2002 | Dunblane | 9-10 October 2002 | 1 Member of the Social Work Committee |
| Minding the Gap | Edinburgh | 11 October 2002 | 2 Members of the Social Work Committee |
| Barnardos Scotland Annual Conference | Dundee | 22 November 2002 | 2 Members of the Social Work Committee |

and

(3) that otherwise no attendance be authorised.