

## **AGENDA**



### **PRESENTATION**

- (1) Work of the Scottish Children's Reporters Administration  
Hear presentation by Alan Miller, Principal Reporter, Scottish Children's Reporters Administration

### **MINUTES OF MEETINGS OF SUB-COMMITTEES**

- (2) Minute of Meeting of Social Work (Planning and Administration) Sub-Committee (pages 1-4)  
Submit Minute of meeting of Social Work (Planning and Administration ) Sub-Committee held on 3 December 2002 for approval (copy herewith)
  
- (3) Minute of Meeting of Social Work (Operations and Services) Sub-Committee (pages 5-8)  
Submit Minute of meeting of Social Work (Operations and Services) Sub-Committee held on 5 December 2002 for approval (copy herewith)

### **POLICY**

- (4) Social Work Department Service Improvement Plan 2002/2005 (pages 9-66)  
Submit report by Director of Social Work seeking approval of the Social Work Department's Service Improvement Plan for 2002/2003 to 2004/2005 (copy herewith)

### **FINANCIAL**

- (5) Revenue Estimates 2003/2004
  - (a) Social Work Department (pages 67-79)
  - (b) Social Work Department - Sheltered Employment (pages 80-85)

Submit reports dated 27 November 2002 by Director of Finance seeking approval of (a) the Social Work Department's revenue budget, and (b) Social Work Department - Sheltered Employment revenue budget for the year 2003/2004 (copies herewith)

### **CONTRACTS**

- (6) Purchase of Community Alarm Units - Tender Outcome(pages 86-88)  
Submit report dated 18 November 2002 by Director of Social Work advising of a tender received and progressed by the Director of Administration in terms of his delegated powers (copy herewith)
  
- (7) Electrical Services Upgrading Works to Four Homes for the Elderly - Phase 2 (pages 89-90)  
Submit report dated 4 December 2002 by Director of Housing and Property Services seeking authority to negotiate with Hills Electrical and Mechanical limited, Glasgow to carry out Phase 2 of the contract (copy herewith)

- (8) Fire Alarm Upgrading Works to Four Homes for the Elderly - Phase 2 (pages 91-92)  
Submit report dated 4 December 2002 by Director of Housing and Property Services seeking authority to negotiate with ADT Fire and Security, Uddingston to carry out Phase 2 of the contract (copy herewith)
- (9) Mechanical Services Alterations to Four Homes for the Elderly - Phase 2 (pages 93-94)  
Submit report dated 4 December 2002 by Director of Housing and Property Services seeking authority to negotiate with Truedeal Building Services Limited, Glasgow to carry out Phase 2 of the contract (copy herewith)

## **OPERATIONAL**

- (10) Re-appointment of Safeguarders (pages 95-96)  
Submit report dated 29 November 2002 by Director of Administration advising of nine existing Safeguarders who have applied for re-appointment to the Panel of Safeguarders (copy herewith)
- (11) Service Development - Criminal Justice, Youth Justice and Restorative Justice (pages 97-104)  
Submit report dated 20 September 2002 by Director of Social Work setting out service development for the Council's Criminal Justice Service (copy herewith)
- (12) Best Value Review of Services to Older People (pages 105-114)  
Submit report dated 30 November 2002 by Director of Social Work detailing the conclusions and findings of the Cross Cutting Best Value Review of Services to Older People (copy herewith)
- (13) Self-Directed Services (pages 115-119)  
Submit report dated 18 November 2002 by Director of Social Work (a) advising of progress being made in relation to the development of Self Directed Services, and (b) seeking approval to consult externally with potential stakeholders on the matter of establishing a North Lanarkshire Self Directed Service Support and to adopt the Policies and Procedures for the implementation of Self Directed Services (copy herewith)
- (14) Funding for a Major Adaptation to an Owner Occupied House - Mr. W (pages 120-121)  
Submit report dated 26 November 2002 by Director of Social Work seeking authority to provide financial assistance for the provision of a major adaptation to an owner occupied property in Motherwell (copy herewith)
- (15) North Lanarkshire Carers Together Conference - 7 November 2002 - "Working for You" (pages 122-124)  
Submit report dated 19 November 2002 by Director of Social Work regarding the North Lanarkshire Carers Together Conference held on 7 November 2002 (copy herewith)

- (16) Home Support Services - Integration of Projects (pages 125-129)  
Submit report dated 19 November 2002 by Director of Social Work (a) advising of proposals for the integration of the Home From Hospital Schemes and Intensive Home Support Project into mainstream home support services, and (b) seeking approval for implementation (copy herewith)
- (17) Home Support Service - Development Proposals (pages 130-131)  
Submit report dated 20 November 2002 by Director of Social Work seeking approval for the creation of a number of administrative posts needed to support the Out of Hours Service and Home Support Service within Area Teams (copy herewith)
- (18) Establishment of Homeshare Adult Family Placements Scheme (pages 132-133)  
Submit report dated 19 November 2002 by Director of Social Work regarding the implementation of a Family Placement Scheme for people with learning disabilities (copy herewith)
- (19) "It's Everyone's Job to Make Sure I'm Alright" - Report on the Child Protection Audit and Review - Scottish Executive Social Work Services Inspectorate (pages 134-137)  
Submit report dated 28 November 2002 by Director of Social Work regarding the publication of the Scottish Executive Multi-Disciplinary Child Protection Audit and Review (copy herewith)
- (20) Growth and Development - Social Work Services for the 21st Century - SWSI Report (pages 138-141)  
Submit report dated 26 November 2002 by Director of Social Work regarding the findings of the Social Work Services Inspectorate's report in respect of Social Work Services provided by local authorities and highlighting issues relating to North Lanarkshire (copy herewith)
- (21) Services for People with Sensory Impairments: Proposals for Regrading of Rehabilitation Officers (pages 142-146)  
Submit report dated 5 December 2002 by Director of Social Work seeking approval to regrade and redesignate three Rehabilitation Officer posts to Mobility and Rehabilitation Officer graded at AP4/5 (copy herewith)
- (22) Request for Special Leave (page 147)  
Submit report dated 25 November 2002 by Director of Social Work seeking approval to grant a member of Social Work staff a period of extended leave (copy herewith)
- (23) Codes of Practice for Social Care Staff and Employing Organisations (pages 148-159)  
Submit report dated 17 November 2002 by Director of Social Work regarding the publication of the Codes of Practice for Social Care Staff and the organisation in which they are employed (copy herewith)

- (24) National Association of Supported Employment Annual Conference (pages 160-161)  
Submit report dated 26 November 2002 by Director of Social Work advising of a request from the National Association of Supported Employment to hold their Annual Conference for 2003 in North Lanarkshire (copy herewith)
- (25) Section 10 Grants (pages 162-176)  
Submit report dated 26 November 2002 by Director of Social Work (a) advising of the findings and recommendations of the review of Section 10 grant processes and procedures, and (b) seeking approval for the recommendations arising from the review and other associated matters detailed within the report (copy herewith)
- (26) Includem Home Project (pages 177-179)  
Submit report dated 9 December 2002 by Director of Social Work seeking approval to renew and expand the contract with Includem Home Project for the provision of intensive services to young people (copy herewith)

#### **MEMBER/OFFICER WORKING GROUP - PROGRESS REPORTS**

- (27) Equipment and Adaptations - Implementation Progress Report (pages 180-184)  
Submit report dated 11 September 2002 by Directors of Social Work and Housing and Property Services regarding the implementation of the recommendations of the "Joint Equipment and Adaptations" Member/Officer Working Group (copy herewith)
- (28) Day Opportunities for People with Learning Disabilities - Progress Report (pages 185-186)  
Submit report dated 12 November 2002 by Director of Social Work advising of the progress of the Day Opportunities for People with Learning Disabilities Member/Officer Working Group (copy herewith)
- (29) Children and Young Peoples Services (pages 187-189)  
Submit report dated 25 November 2002 by Director of Social Work advising of the progress of the Children and Young Peoples Services Member/Officer Working Group (copy herewith)

#### **MONITORING**

- (30) Revenue Budget Monitoring Reports
- (a) Financial Monitoring Report for the Social Work Department - 1 April to 8 November 2002 (pages 190-193)  
Submit report dated 5 December 2002 by Director of Social Work providing a comparison of actual expenditure and income for the period from 1 April to 8 November 2002 for the Social Work Department against the estimated expenditure and income (copy herewith)

- (b) Financial Monitoring Report for Sheltered Employment - 1 April to 8 November 2002 (pages 194-196)

Submit report dated 5 December 2002 by Director of Social Work providing a comparison of actual expenditure and income for the period from 1 April to 8 November 2002 for Sheltered Employment against the estimated expenditure and income (copy herewith)

- (31) Composite Capital Programme 2002/2003 Monitoring Report - 1 April to 8 November 2002 (pages 197-199)

Submit report dated 6 December 2002 by Director of Social Work advising of current progress being made in individual projects contained within the Capital Programme (copy herewith)

- (32) Social Work Service Plan - 2001/2004 - Quarterly Monitoring Report (pages 200-216)

Submit report dated 11 November 2002 by Director of Social Work advising of progress in the implementation of the Social Work Service Plan (copy herewith)

#### **INFORMATION/CONFERENCES**

- (33) Conferences (pages 217-218)

Submit report dated 29 November 2002 by the Director of Administration advising of invitations received to attend conferences (copy herewith)