

**Motherwell, 3 December 2002 at 11 am.**

**AGENDA ITEM No. 2**

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

**PRESENT**

Councillor Sullivan, Convener; Councillors Gordon, Jones, Love, Lunny, McKendrick, McKinlay, J. Martin, Saunders and Shields.

**CHAIR**

Councillor Sullivan (Convener) presided.

**IN ATTENDANCE**

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

**ALSO IN ATTENDANCE**

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

**APOLOGIES**

Councillors McCabe, H. McGuigan and J. McGuigan.

**The Convener exercised his discretion to vary the order of business as hereinafter Minuted.**

**REPORT ON THE DEVELOPMENT OF A RESOURCE USE MEASURE (RUM) FOR SCOTLAND**

1. There was submitted a report (docketed) dated 13 November 2002 by the Director of Social Work regarding the content and issues contained within the Scottish Executive document entitled "Report on the Development of a Resource Use Measure (RUM) for Scotland" (1) outlining the background to the development of RUM which was piloted in 24 local authority areas including North Lanarkshire; (2) intimating that as part of the pilot exercise, staff in North Lanarkshire scored people's needs against a total of 30 completed community care assessments carried out on older people who had a range of social and health care needs, and (3) detailing (a) the developments to date; (b) the purpose and use of RUM, and (c) an assessment of RUM's effectiveness.

Thereon the Development Manager provided a short presentation detailing an assessment scored under the RUM system.

**Decided:**

- (1) that the terms of the presentation be noted, and
- (2) that the Director of Social Work express the Council's concern and reservations to the Scottish Executive on the development of a Resources Use Measure.

**REVIEW OF SOCIAL CARE TENDERING LIST**

2. With reference to paragraph 2 of the Minute of the meeting of this Sub-Committee held on 1 October 2002 when, inter alia, the progress of the review of the Social Care Tendering Lists was noted, there was submitted a report dated 11 November 2002 by the Director of Social Work advising of the

progress made in reviewing the Social Work Department's Social Care Tendering List (1) intimating that from a total of 52 applications received and assessed, 40 organisations had been successful or part successful, 2 applications had been rejected and 10 applications had been continued for further information and assessment, and (2) providing in Appendix 1 to the report (a) details of the 40 organisations recommended for inclusion on the list and the category of service provision; (b) those organisations whose applications have been continued, and (c) the two organisations whose applications had been rejected.

**Decided:**

- (1) that the organisations recommended for inclusion on the Social Work Department's Social Care Tendering List as detailed in Appendix 1 to the report be approved, and
- (2) that the Director of Social Work provide further reports to future meetings of the Sub-Committee highlighting further changes to the Social Care Tendering List.

**SOCIAL WORK DEPARTMENT - LIST OF INDEPENDENT SECTOR SOCIAL CARE SERVICE PROVIDERS**

3. With reference to paragraph 2 of the Minute of the meeting of this Sub-Committee held on 1 October 2002 when, *inter alia*, the progress of the review of the Social Care Tendering Lists was noted, there was submitted a report (docketed) dated 14 November 2002 by the Director of Social Work setting out arrangements for the approval of independent sector social care service providers located within and outwith North Lanarkshire (1) setting out the procedure for inclusion on the list; (2) indicating that inclusion on the List of Authorised Services would be a pre requisite to a contract between the Council and service providers, except in circumstances, where sums involved were low or the services required were not available from the list; (3) detailing developments in the List of Authorised Services; (4) enclosing in Appendix 1 to the report the context of the List of Authorised Services within the purchasing and contractual framework, and (5) intimating that any subsequent changes to the List of Authorised Services would be routinely reported to the Sub-Committee.

**Decided:**

- (1) that the proposed arrangements for updating the List of Authorised Services be approved, and
- (2) that the terms of the report be otherwise noted.

**SERVICE MONITORING REPORTS**

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

4. With reference to paragraph 2 of the Minute of the meeting of this Sub-Committee held on 6 August 2002, when the use of private sector home care services and the outcome of contract monitoring for the period from 1 April to 30 June 2002 were noted, there was submitted a report (docketed) dated 20 November 2002 by the Director of Social Work in respect of contract monitoring for the period from 1 July to 30 September 2002 (1) intimating that for the period up to 30 September 2002, 397 people had received services from private sector home care providers in North Lanarkshire; (2) indicating that the number of hours delivered had increased to 5,074 hours; (3) advising that the increase in hours was attributable to the home care services provided through specific contractual arrangements with three preferred providers being included, and (4) 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 SIMILAR SERVICES FOR YOUNG PEOPLE**

5. With reference to paragraph 3 of the Minute of the meeting of this Sub-Committee held on 6 August 2002, 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 April to 30 June 2002 were noted, there was submitted a report (docketed) dated 1 November 2002 by the Director of Social Work in respect of contract monitoring for the period from 1 July to 30 September 2002 (1) intimating that for the period up to 30 September 2002, 163 people had received supported living services within North Lanarkshire, 39 of whom had mental health problems and 124 of whom had learning disabilities, 12 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 supported living services and other services for young people.

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

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

6. 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 7 November 2002 by the Director of Housing and Property Services intimating that as at 30 September 2002 (1) the project had 1,238 clients of which 757 were building cases complete or in the process of completion, 64% of the clients were over 70 years of age and over 84% had a disability, and (2) the small repairs service had visited 510 clients and completed work in 507 houses, 70% of the clients being over 70 years of age and 75% having a disability.

Thereon the Sub-Committee commended the North Lanarkshire Care and Repair Project on its flexibility in dealing with clients needs.

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

**LOCAL CARE PARTNERSHIP LAUNCH - 22 OCTOBER 2002**

7. There was submitted a report (docketed) dated 13 November 2002 by the Director of Social Work regarding the launch of the Local Care Partnerships in North Lanarkshire and the progress on the roll-out of single shared assessment training as part of the joint future agenda (1) outlining the background to the launch held on 22 October 2002 which was designed to prepare members of the Local Care Partnerships in their role in the joint future agenda and in relation to issues regarding the progress of single shared assessment training and its application; (2) detailing the areas covered and the issues raised at the event, and (3) intimating that the Council and health partners would continue to work on the joint future agreements prior to their submission to the Scottish Executive.

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

**INFORMATION SHARING PROTOCOL**

8. There was submitted a report (docketed) dated 13 November 2002 regarding the progress in developing an Information Sharing Protocol between NHS Lanarkshire and the Council for use in assessment, care planning and management for individuals (1) outlining the background to the development of the protocol; (2) intimating that the protocol had been produced taking cognisance of relevant legislation to ensure that privacy and confidentiality were the central principles; (3) detailing the content and objectives of the protocol, and (4) highlighting a number of outstanding issues in relation to the protocol.

**Decided:**

- (1) that the introduction of an Information Sharing Protocol between the Council and NHS Lanarkshire be noted, and
- (2) that the protocol be used as part of the training programme material used in training Health and Social Work staff for single shared assessments.

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

9. There was submitted a report (docketed) dated 11 November 2002 by the Director of Social Work setting out changes to the supplementation rates set by other Local Authorities for Registered 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.

**ABSENCE MONITORING**

10. There was submitted a report (docketed) dated November 2002 by the Director of Social Work detailing the level of staff absence throughout the Social Work Department from 1 September to 31 October 2002.

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

**ABSENCE REVIEW**

11. There was submitted a report (docketed) dated 19 November 2002 by the Director of Social Work (1) advising of the progress of the absence review being conducted by SLAM Centre, Strathclyde University, and (2) enclosing in the Appendix to the report a copy of the letter and questionnaire which was issued to all staff in the Council's Social Work Department.

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

**OVERTIME MONITORING REPORT**

12. There was submitted a report (docketed) dated November 2002 by the Director of Social Work providing details of overtime worked by officers paid above SCP35 from 13 September to 8 November 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.