

Motherwell, 28 August 2003 at 11 am.

A Meeting of the SOCIAL WORK COMMITTEE

PRESENT

Councillor H. McGuigan, Convener; Councillors Nolan and Sullivan, Vice-Conveners; Councillors Burrows, Chadha, J. Coyle, Devine, Gemmell, Gordon, Gorman, Gormill, Homer, Irvine, Lafferty, Lunny, Lyle, McAuley, McCallum, McElroy, J. McGuigan, McLaughlin, J. Martin, M. Murray, Ross, Saunders, Selfridge, Shaw and Shields.

CHAIR

Councillor H. McGuigan (Convener) presided.

IN ATTENDANCE

The Committee Services Manager, Director of Social Work, Head of Social Work Development, Head of Social Work Resources, Head of Social Work Services and Senior Accountant.

APOLOGIES

Councillors Cassidy, M. Clark, Fagan, McCabe and McCulloch.

COURT AND BAIL SERVICES

1. **C** With reference to paragraph 22 of the Minute of the meeting of this Committee held on 25 January 2001 when, *inter alia*, the contents of the Executive Summary Report and the action plan for the Best Value Review of Criminal Justice Services, Probation and Services to Courts were approved, there was submitted a report (docketed) dated 23 July 2003 by the Director of Social Work regarding proposals for the future management and delivery of Court and Bail services in the three Sheriff Courts in Lanarkshire (1) intimating that the Best Value Review had recommended that court and bail services be reconfigured to form one integrated service across North and South Lanarkshire managed by one of the authorities; (2) recommending that South Lanarkshire Council manage the integrated Court and Bail services for the Lanarkshire Criminal Justice Grouping; (3) setting out proposals to establish an integrated Lanarkshire Court Team to provide a service to the three Sheriff Courts in Lanarkshire, and (4) indicating that of the two Council employees affected by the proposals (a) the Senior Social Worker at Airdrie Sheriff Court would be redeployed, and (b) the Social Worker based at Airdrie Sheriff Court would remain part of the Court team and therefore transfer to South Lanarkshire Council.

Decided:

- (1) that the establishment of an integrated Lanarkshire Court Team providing services to the three Sheriff Courts in Lanarkshire and managed by South Lanarkshire Council be approved;
- (2) that the staffing recommendations outlined in the report be approved;
- (3) that the service developments detailed in the report be approved, and
- (4) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

ALZHEIMER SCOTLAND - ACTION ON DEMENTIA - FUNDING DEFICIT 2002/2003

2. There was submitted a report dated 7 July 2003 by the Director of Social Work seeking approval to fund a budget deficit for financial year 2002/2003 in respect of services provided by Alzheimer Scotland - Action on Dementia within North Lanarkshire (1) outlining the background to the services provided by Alzheimer Scotland in North Lanarkshire, and (2) proposing that a one off payment of £12,900 be made to Alzheimer's Scotland - Action on Dementia to fund a budget deficit for 2002/2003.

Decided:

- (1) that a one off payment of £12,900 be provided to Alzheimer's Scotland - Action on Dementia to fund a budget deficit for 2002/2003, and
- (2) that the Director of Social work prepare a report for a future meeting on services for people suffering from dementia or Alzheimer's disease.

STUDY VISIT TO NORTH LANARKSHIRE - SENIOR OFFICIALS AND CHILDCARE PRACTITIONERS FROM SERBIA AND MONTENEGRO

3. With reference to paragraph 11 of the Minute of the meeting of this Committee held on 9 May 2002 when, *inter alia*, the Council's involvement in a study visit of senior officials and childcare practitioners from Serbia and Montenegro was approved, there was submitted a report (docketed) dated 31 July 2003 by the Director of Social Work regarding the practical outcomes of the visit by senior officials and practitioners from Serbia and Montenegro in October 2002 (1) outlining the background to the visit; (2) intimating that UNICEF had reviewed the practical outcomes of the visit to North Lanarkshire, and (3) highlighting a number of experiences and observations made by the delegation regarding their visit to North Lanarkshire.

Decided: that the terms of the report be noted.

FINAL MEASUREMENTS

4. There was submitted a report dated 5 June 2003 by the Director of Housing and Property Services (1) detailing final measurements for two Social Work projects, and (2) advising that the total tender value for the two projects was £294,504.79 compared with the final cost of £280,437.59.

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

SERVICE AGREEMENT : WISHAW GENERAL HOSPITAL

- C** 5. There was submitted a report (docketed) dated August 2003 by the Director of Social Work seeking approval for the introduction of a Service Agreement in relation to the provision of Social Work Services to residents of South Lanarkshire who are in-patients at Wishaw General Hospital (1) intimating that the catchment area for Wishaw General Hospital covered North and South Lanarkshire Council areas; (2) indicating that, currently, both Councils have separate Social Work Teams serving the hospital in-patient population from shared Social Work offices within the Hospital; (3) proposing that North Lanarkshire Council provide the Social Work service to all in-patients at Wishaw General Hospital and recharge South Lanarkshire Council for provision of the service; (4) enclosing in Appendix 1 to the report, the Service Agreement between North and South Lanarkshire Councils for the provision of Social Work Services at Wishaw General Hospital, and (5) recommending the establishment of three posts of Social Work Assistant graded at AP2/3, to be funded by South Lanarkshire Council.

Decided:

- (1) that the Service Agreement with South Lanarkshire Council for the provision of Social Work Services at Wishaw General Hospital be approved;
- (2) that the establishment of three posts of Social Work Assistant at salary grade AP2/3 be approved;
- (3) that the Director of Social Work submit further reports to future meetings of the Committee on the operation of the Service Agreement, and
- (4) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

NORTH LANARKSHIRE CARE AND REPAIR PROJECT - PROGRESS REPORT

6. With reference to paragraph 4 of the Minute of the meeting of the Social Work (Planning and Administration) Sub-Committee held on 31 March 1998, there was submitted a report dated 11 August 2003 by the Director of Housing and Property Services intimating that as at 30 June 2003 (1) the North Lanarkshire Care and Repair Project had 1,472 clients, 65% of whom were over 70 years of age and over 87% of whom had a disability; (2) that 902 cases were complete or in the course of completion, and (3) the small repairs service had visited 870 clients and completed work in 726 houses where 70% of the clients were over 70 years of age and 75% had a disability.

Decided: that the terms of the report be noted.

SECTION 10 GRANTS

7. With reference to paragraph 11 of the Minute of the meeting of this Committee held on 27 February 2003 when, inter alia, (1) the implementation of monitoring/funding agreements for projects receiving over £10,000 and contracts for organisations receiving over £30,000 was approved, and (2) the budget transfer from the Chief Executive's budget to the Department of Social Work Section 10 budget in respect of Real Emergency Action Line Motherwell (REALM) Furniture Initiative was noted, there was submitted a report (docketed) dated 24 July 2003 by the Director of Social Work regarding applications received from voluntary organisations requesting funding for 2003/2004 financial year under Section 10 of the Social Work (Scotland) Act 1968 (a) detailing applications from Wishaw Stroke Group, Airdrie Self Help Group for the visually impaired, and "Aid to the Needy" for Section 10 funding; (b) setting out in Appendix 1 to the report the recommended level of grant for each organisation; (c) intimating that following a joint assessment it was recommended that REALM Furniture Recycling Project be awarded £32,000, and (d) enclosing in Appendix 2 to the report a list of organisations in receipt of £10,000 and above where a formal funding agreement has been put in place.

Decided:

- (1) that the implementation of formal funding agreements for those projects in receipt of funding over £10,000 as detailed in Appendix 2 to the report be approved;
- (2) that the recommendations for the provision of Section 10 funding for Wishaw Stroke Group and Airdrie Self Help Group as detailed in Appendix 1 to the report be approved;
- (3) that the application for funding from "Aid to the Needy" be continued, and
- (4) that the award of £32,000 to REALM Furniture Initiative be homologated.

NORTH LANARKSHIRE JOINT COMMUNITY CARE PLAN - 2004/2007

8. There was submitted a report (docketed) dated 25 July 2003 by the Director of Social Work setting out the consultation process for the Annual Review of the Joint Community Care Plan and seeking approval for associated expenditure (1) proposing that Lanarkshire Community Care Forum organise consultation meetings in partnership with other client partners and prepare a report on the consultation process for the 2003 Annual Review, and (2) proposing that £12,000 be provided to Lanarkshire Community Care Forum to meet the additional costs of the consultation process.

Decided:

- (1) that the proposals for the preparation of a Joint Community Care Plan and associated Needs and Resources Factfile for 2004/2007 be approved, and
- (2) that the allocation of an additional £12,000 to Lanarkshire Community Care Forum to facilitate the consultation exercise be approved.

CONSULTATION DRAFT: CHILDREN'S HEARINGS (PROVISION OF INFORMATION BY PRINCIPAL REPORTER) (PRESCRIBED PERSONS) ORDER 2003

9. There was submitted a report (docketed) dated 30 July 2003 by the Director of Social Work enclosing the Council's response to the Scottish Executive consultation on Children's Hearings (Provision of Information by Principal Reporter) (Prescribed Persons) Order 2003 (1) outlining the background to the consultation document; (2) intimating that a draft Order under Section 53 of the Criminal Justice (Scotland) Act 2003 identified that Victim Support Scotland, the Criminal Injuries Compensation Board and insurance companies were entitled to receive certain information from the Principal Reporter to the Children's Panel regarding offence cases referred to the Reporter; (3) indicating that a 12 month pilot project would be carried out in Forth Valley commencing Autumn 2003, and (4) setting out in Appendix 1 to the report the Council's response to the consultation document.

Decided: that the action taken by the Director of Social Work in submitting the Council's response to the Scottish Executive consultation on Children's Hearings (Provision of Information by Principal Reporter) (Prescribed Persons) Order 2003 be homologated.

CONSULTATION BY NCH SCOTLAND ON THE FUTURE OF THE CHILDREN'S HEARING SYSTEM - "WHERE IS KILBRANDON NOW"

10. There was submitted a report (docketed) dated 30 July 2003 by the Director of Social Work regarding the National Children's Homes (NCH) Scotland consultation in respect of the future of the Children's Hearing System (1) outlining the background to the consultation exercise, and (2) detailing 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 NCH Scotland consultation on the future of the Children's Hearing System be homologated, and
- (2) that the Director of Social Work submit a further report to a future meeting of the Committee detailing the conclusions of the consultation.

RESTRICTED TENDERING PROCESSES

11. With reference to paragraphs 8 and 9 of the Minute of the meeting of this Committee held on 5 June 2003 when, *inter alia*, (1) Barnardos, National Children's Homes and Includem were invited to submit a tender for the Remand Fostering Scheme, and (2) SACRO and Children First were invited to submit a tender for Group Conferencing Services in North Lanarkshire, there was submitted a report (docketed) dated 30 July 2003 by the Director of Social Work regarding the extension of the range of service providers for inclusion on the tender list for the Remand Fostering Scheme and Group Conferencing Services in North Lanarkshire (a) proposing that Christian Action Research Education (CARE) be invited to tender for the Remand Fostering Scheme, and (b) Barnardos be invited to tender for Group Conferencing Services in North Lanarkshire.

Decided:

- (1) that CARE be invited to submit a tender for the provision of a Remand Fostering Service, and
(2) that Barnardos be invited to submit a tender for Group Conferencing Services in North Lanarkshire.

**STRATEGIC PLAN FOR THE ROLL OUT OF NEW COMMUNITY SCHOOL APPROACH 2003/06
DEVELOPING INTEGRATED LOCAL SERVICES**

12. With reference to paragraph 2 of the Minute of the meeting of the Education Committee held on 10 June 2003 when that Committee, *inter alia*, (1) approved a report of 2 June 2003 on the strategic plan for the roll out of the New Community School Approach in all schools in North Lanarkshire in 2003/06, 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.

**MANAGEMENT AND STAFFING STRUCTURE FOR EDUCATIONAL PROVISION IN NEWPARK
CENTRE, UDDINGSTON AND KIRKNOWE CENTRE, WISHAW**

13. With reference to paragraph 12 of the Minute of the meeting of the Education Committee held on 10 June 2003 when that Committee, *inter alia*, (1) approved a report of 14 May 2003 by the Director of Education recommending the creation of a teaching unit to service Newpark Centre, Uddingston and Kirknowe Centre, Wishaw, 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.

SERVICE DEVELOPMENTS 2003/2004

14. There was submitted a report (docketed) dated 30 July 2003 by the Director of Social Work setting out proposals for the use of additional resources for 2003/2004 (1) outlining the background to the new resources which had been provided by the Scottish Executive to tackle a range of specified new responsibilities in Social Work; (2) setting out a number of service developments in respect of services for older people, people with learning disabilities, people with mental health problems, people with physical disabilities, sensory impairment or head injury, carers and supporting people; (3) proposing (a) that the Director of Social Work be authorised to pilot a shopping scheme in respect of services to older people; (b) that a further 1,000 Community Alarms be purchased at a cost of £100,000, and (c) that an additional £40,000 be provided for direct services to carers, and (4) recommending that (a) seven posts of Income Maximisers graded at AP2/3 be established on a permanent basis; (b) six

posts of Clerical Assistant/Typist graded at GS1/2 be established on a permanent basis, and (c) three temporary posts of Supporting People Officers graded at PO2 be established on a permanent basis.

Decided:

- (1) that the service developments detailed within the report be approved;
- (2) that the establishment of three Supporting People Officers posts at salary grade PO2, seven Income Maximisers posts at salary grade AP2/3 and six Clerical Assistant/Typist posts at salary grade GS1/2 on a permanent basis be approved;
- (3) that the Director of Social Work provide a report to a future meeting on options for meeting assessed needs, and
- (4) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

SERVICE DEVELOPMENTS - PILOT YOUTH COURT: HAMILTON SHERIFF COURT

15. With reference to paragraph 3 of the Minute of the meeting of this Committee held on 27 February 2003 when, *inter alia*, the Director of Social Work was authorised to submit reports to future meetings of the Committee on the progress of the Pilot Youth Court at Hamilton Sheriff Court, there was submitted a report (docketed) dated 24 July 2003 by the Director of Social Work regarding the progress of the Pilot Youth Court at Hamilton Sheriff Court (1) outlining the background to the establishment of the Pilot Youth Court; (2) detailing the current workload of the Youth Court, and (3) recommending that the number of Whole Time Equivalent (WTE) Social Worker posts be increased from 2.5 to 3.

Decided:

- (1) that the 0.5 WTE post of Social Worker be increased to 1 WTE post of Social Worker based at Bellshill Area Team, and
- (2) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

DAY OPPORTUNITIES FOR PEOPLE WITH LEARNING DISABILITIES - MEMBER/OFFICER REVIEW

16. With reference to paragraph 20 of the Minute of the meeting of this Committee held on 27 February 2003 when, *inter alia*, the recommendations of the Day Opportunities for People with Learning Disabilities Member/Officer Working Group were approved, there was submitted a report (docketed) dated 23 July 2003 by the Director of Social Work regarding the progress of the implementation of the Member/Officer Working Group recommendations to date.

Decided:

- (1) that the progress in implementing the recommendations of the Day Opportunities for People with Learning Disabilities Member/Officer Working Group be noted, and
 - (2) that further progress reports on the implementation of the recommendations of the Day Opportunities for People with Learning Disabilities Member/Officer Working Group be submitted to future meetings of the Committee.
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IMPLEMENTATION OF THE RECOMMENDATIONS OF THE JOINT EQUIPMENT AND ADAPTATIONS MEMBER/OFFICER WORKING GROUP

17. With reference to paragraph 6 of the Minute of the meeting of this Committee held on 21 November 2000 when, *inter alia*, the Committee 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, there was submitted a report (docketed) dated 1 August 2003 by the Director of Social Work regarding the progress of the implementation of the Member/Officer Working Group recommendations to date (1) indicating that the Joint Equipment Service had received an average of 1,900 referrals per month since May 2002 and that approximately 2,400 items of equipment were delivered each month; (2) indicating that the current budget for equipment and minor adaptations required additional investment to meet the anticipated assessed needs until the end of financial year 2003/2004, and (3) advising that the base budget for major adaptations of £50,000 had been spent leaving pending 58 grant applications requesting top up funds to a value of £96,798.

Decided:

- (1) that it be noted that significant additional investment would be required to meet the potential assessed needs for equipment and adaptations as well as the increased demand for services;
- (2) that the progress in implementing the recommendations of the Joint Equipment and Adaptations Member/Officer Working Group be noted, and
- (3) that progress reports on the implementation of the recommendation of the Joint Equipment and Adaptations Member/Officer Working Group be submitted to future meetings of the Committee.

BUDGET MONITORING REPORT FOR THE SOCIAL WORK DEPARTMENT AND SHELTERED EMPLOYMENT - 1 APRIL 2002 TO 31 MARCH 2003 - OUTTURN REPORT

18. There was submitted a report dated 5 August 2003 by the Director of Social Work detailing the outturn expenditure for financial year 2002/2003 for the Department of Social Work and Sheltered Employment providing a comparison of actual expenditure and income with the approved budget, and explanations of the more significant variances.

Decided: that the outturn variances for the Social Work Department and Sheltered Employment for 2002/2003 be noted.

REVENUE ESTIMATES 2003/2004 - FINANCIAL MONITORING REPORT FOR THE SOCIAL WORK DEPARTMENT AND SHELTERED EMPLOYMENT - 1 APRIL TO 18 JULY 2003

19. There were submitted reports dated 14 August 2003 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 18 July 2003 and providing a comparison with the approved budget.

Decided: that the terms of the reports be noted.

COMPOSITE CAPITAL PROGRAMME 2003/2004 - MONITORING REPORT FOR THE SOCIAL WORK DEPARTMENT - 1 APRIL TO 18 JULY 2003

20. There was submitted a report (docketed) dated 5 August 2003 by the Director of Social Work (1) detailing the progress made in individual projects included in the Capital Programme for the
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Department of Social Work as at 18 July 2003, and (2) providing a comparison of expenditure against the approved budget as detailed in Appendix 1 to the report.

Decided: that the progress of the Capital Programme for the Department of Social Work as at 18 July 2003 be noted.

COMPLAINT STATUS REPORT - 1 APRIL 2002 TO 31 MARCH 2003

21. There was submitted a report (docketed) dated 10 July 2003 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 2002 to 31 March 2003 (1) indicating that the number of complaints received represented 0.252% of the total number of people receiving a Social Work service; (2) detailing a number of measures undertaken to improve 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.

PERFORMANCE MANAGEMENT AND PLANNING (PMP) AUDIT OF RESIDENTIAL SERVICES FOR CHILDREN

22. There was submitted a report (docketed) dated 23 May 2003 by the Director of Social Work regarding the outcome of the follow up performance management and planning audit by Audit Scotland of Residential Services for Children (1) outlining the background to the audit, and (2) enclosing in Annex 1 to the report the executive summary of the follow up audit which contains recommendations for ongoing improvement against the original performance management and planning action plan.

Decided: that the terms of the report be noted.

STATUTORY PERFORMANCE INDICATORS - ANNUAL REPORT 2002/2003

23. There was submitted a report (docketed) dated 25 July 2003 by the Director of Social Work setting out in Appendix 1 to the report the Social Work Department Performance Indicators for 2002/2003 for submission to the Accounts Commission for Scotland.

Decided: that the Social Work Department Performance Indicators for 2002/2003 be noted.

CONFERENCES

24. There was submitted a report dated 7 August 2003 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 attendance be homologated:-

| Conference | Venue | Date | Attendance |
|---|--------------|-----------------|--|
| The National Association for Supported Employment Conference 2003 | Bellshill | 11-12 June 2003 | Councillor H. McGuigan and Councillor Saunders |

SOCIAL WORK – 28 August 2003

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

| Conference | Venue | Date | Attendance |
|--|--------------|----------------------|--|
| e-Care Conference 2003 from Policy to Practice | Edinburgh | 22-23 September 2003 | Councillor H. McGuigan and Councillor Gorman |
| The (Dis)ability of Children to Participate | Edinburgh | 28 November 2003 | Councillor Cassidy and Councillor M. Clark |

and

(3) that otherwise no attendance be authorised.