

**Motherwell, 30 October 2003 at 11 am.**

A Meeting of the **SOCIAL WORK COMMITTEE**

**PRESENT**

Councillor H. McGuigan, Convener; Councillors Nolan and Sullivan, Vice-Conveners; Councillors Burrows, Cassidy, Chadha, M. Clark, S. Coyle, Devine, Fagan, Gemmell, Gordon, Gorman, Gormill, Irvine, Lafferty, Lyle, McCallum, McCulloch, McElroy, J. Martin, M. Murray, Ross, Saunders, Selfridge and Shaw.

**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 J. Coyle, Homer, Lunny, McAuley, McCabe, J. McGuigan and McLaughlin.

**CONVENER'S REMARKS**

1. The Convener made reference to circumstances surrounding the recent tragic death of Caleb Ness in Edinburgh.

The Convener (1) emphasised that all Councils and agencies involved in Child Protection must learn lessons from such events; (2) indicated that the Council's Child Protection Committee would be considering if there were any implications for Council services in light of the Inquiry findings, and (3) had requested the Director of Social Work to report to the Committee on the findings and recommendation of the Inquiry into the tragic death of Caleb Ness.

**SECTION 10 GRANTS**

2. With reference to paragraph 7 of the Minute of the meeting of this Committee held on 28 August 2003 when, *inter alia*, (1) the implementation of monitoring/funding agreements for projects in receipt of Section 10 grants over £10,000 was approved, and (2) the application for funding from the "Aid to the Needy" project was continued, there was submitted a report (docketed) dated 12 September 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) indicating the outcome of the assessment of the application from the "Aid to the Needy" project; (b) providing details of applications received from The Jack and Jill Support Group, Cash for Kids/Clyde Action and Orbiston Neighbourhood Centre, and (c) setting out in Appendix 1 to the report the recommended level of grant for each organisation.

**Decided:**

- (1) that the recommendations for the provision of Section 10 Funding of £687 to Jack and Jill Support Group, £7,000 to Cash for Kids/Clyde Action and £22,600 to Orbiston Neighbourhood Centre as set out in Appendix 1 to the report be approved, and
- (2) that the application for funding from the "Aid to the Needy" project be refused.

**NORTH LANARKSHIRE STRATEGY FOR CARERS: UPDATE ON USE OF FUNDS TO SUPPORT CARERS**

3. With reference to paragraph 8 of the Minute of the meeting of this Committee held on 24 October 2002 when, *inter alia*, the annual review of the North Lanarkshire Strategy for Carers 2001/2004 was approved, there was submitted a report dated 19 September 2003 by the Director of Social Work seeking approval to provide funding for services to carers in North Lanarkshire (1) setting out in (a) Section 3.1 of the report a number of additional projects identified for funding for 2002/2003; (b) Section 3.2 of the report the use of funds for 2003/2004 for those projects currently in receipt of funding, and (c) Section 3.3 a number of additional projects identified for funding for 2003/2004, and (2) intimating that the balance of £199,729 would be subject to further consideration by the Carers Strategy Implementation Group and reported to a future meeting of the Social Work Committee.

**Decided:**

- (1) that the allocation of funding to the organisations identified in Sections 3.1, 3.2 and 3.3 of the report be approved, and
- (2) the contents of the report be otherwise noted.

**GENERAL DEBTORS BAD DEBT WRITE-OFFS**

4. There was submitted a report dated October 2003 by the Director of Social Work seeking approval to write off external debts which have been deemed uncollectable (1) intimating that whilst every effort has been made to collect all debts there was always a small element of debt which proved to be uncollectable; (2) indicating that although a debtor balance may be formally written off every effort is made to ensure collection; (3) intimating that the Director of Finance under his delegated authority had written off £157,179.17 in uncollectable debt under £250, and (4) seeking authority to write off debts of £159,286.58 over the value of £250.

**Decided:**

- (1) that it be noted the Director of Finance had written off debts under £250 amounting to £157,179.17;
- (2) that debts over £250 to the value of £159,286.58 be written off, and
- (3) that the report be remitted to Policy and Resources (Finance) Sub-Committee for consideration.

**MODERNISATION OF CHILDREN'S HOMES IN NORTH LANARKSHIRE**

5. With reference to paragraph 21 of the Minute of the meeting of this Committee held on 27 February 2003 when the recommendations of the Member/Officer Working Group established to review services to Children and Young People were approved, there was submitted a report (docketed) dated 21 October 2003 by the Director of Social Work seeking approval of plans to modernise the provision of care for children and young people who need to be looked after and accommodated in a residential setting in North Lanarkshire (1) outlining the background to the legal responsibility which requires the Council to accommodate children and young people; (2) intimating that one of the recommendations of the Member/Officer Working Group was the reconfiguration of existing residential services including the provision of two new purpose built units to replace the existing units in Cecil Street, Coatbridge and Pine Court, Cumbernauld; (3) enclosing in Appendix 1 to the report, a summary report of the plans to modernise the provision of care for children and young people, and (4) intimating that the recommendations would be implemented in four phases as detailed in Section 3.2 of the report.

**Decided:** that the proposals to modernise children's homes in North Lanarkshire as detailed in the summary report, be approved.

**DATE AND TIME OF SUB-COMMITTEE MEETINGS**

6. **C** With reference to paragraph 14 of the Minute of the meeting of the Council held on 2 October 2003 when, inter alia, the establishment of the Social Work (Planning and Administration) and Social Work (Operations and Services) Sub-Committees was approved, Councillor Sullivan, Vice-Convener proposed that the date and time of future meetings of the Social Work (Operations and Services) Sub-Committee and Social Work (Planning and Administration) Sub-Committee be as set out below:-

**Social Work (Operations and Services) Sub-Committee**

Thursday, 4 December 2003 at 11 am  
Tuesday, 24 February 2004 at 11 am  
Tuesday, 4 May 2004 at 11 am

**Social Work (Planning and Administration) Sub-Committee**

Thursday, 11 December 2003 at 11 am  
Thursday, 26 February 2004 at 11 am  
Thursday, 6 May 2004 at 11 am

**Decided:** that the date and time of future meetings of the Social Work (Operations and Services) Sub-Committee and Social Work (Planning and Administration) Sub-Committee be as set out below:-

**Social Work (Operations and Services) Sub-Committee**

Thursday, 4 December 2003 at 11 am  
Tuesday, 24 February 2004 at 11 am  
Tuesday, 4 May 2004 at 11 am

**Social Work (Planning and Administration) Sub-Committee**

Thursday, 11 December 2003 at 11 am  
Thursday, 26 February 2004 at 11 am  
Thursday, 6 May 2004 at 11 am

**SCOTTISH EXECUTIVE DRAFT GUIDANCE ON COMMUNITY HEALTH PARTNERSHIPS**

7. There was submitted a report dated 17 September 2003 by the Director of Social Work outlining the Scottish Executive's Draft Guidance on Community Health Partnership and enclosing in Appendix 1 the Council's response to the Scottish Executive.

**Decided:** that the action taken by the Director of Social Work in submitting the Council's response to the Scottish Executive Consultation on Community Health Partnerships be homologated.

**EQUIPPED FOR INCLUSION - REPORT OF THE STRATEGY FORUM : EQUIPMENT AND ADAPTATIONS**

8. There was submitted a report (docketed) dated 19 September 2003 by the Director of Social Work (1) outlining the background to the Scottish Executive Draft Strategy entitled "Equipped for Inclusion : Report of the Strategy Forum : Equipment and Adaptations"; (2) highlighting the key

recommendations of the strategy; (3) detailing the progress that the Council in partnership with the Health Board has made in implementing the recommendations, and (4) setting out in Appendix 1 to the report the Council's response to the draft Strategy.

**Decided:** that the action taken by the Director of Social Work in submitting the Council's response to the Scottish Executive Draft Strategy entitled "Equipped for Inclusion: Report of the Strategy Forum: Equipment and Adaptations" be homologated.

#### **SUPPORTING PEOPLE STRATEGIC PLAN**

9. With reference to paragraph 17 of the Minute of the meeting of this Committee held on 28 February 2002 when, *inter alia*, the progress in implementing the Supporting People Programme was noted, there was submitted a report dated 8 September 2003 by the Director of Social Work regarding the Supporting People Strategic Plan (1) outlining the background to the preparation of the Strategic Plan, and (2) intimating that as part of the Supporting People compliance agenda, the Council were required to submit a revised Strategic Plan to the Scottish Executive to safeguard its allocation of Supporting People Grant which was approximately £23.5 million.

**Decided:**

- (1) that the revised Supporting People Strategic Plan be approved;
- (2) that the Supporting People Strategic Plan be submitted to the Scottish Executive;
- (3) that the Director of Social Work submit the Supporting People Strategic Plan on an annual basis to the Committee highlighting any changes to the Plan, and
- (4) that the Director of Social Work provide a presentation to a future meeting of the Committee on the Council's Supporting People Strategy.

#### **INTRODUCTION OF SHOPPING AND PENSION COLLECTION SERVICE**

10. There was submitted a report (docketed) dated 30 September 2003 by the Director of Social Work regarding the introduction of a shopping service for current service users of the Council's Home Support Service assessed as needing such a service (1) intimating that currently 940 people in North Lanarkshire received a shopping service as part of their Home Care services with 85% of those also having their pension collected; (2) advising that each Area Team had developed local ways of providing the service; (3) intimating that an Officer Group had considered options to develop a more consistent approach to the provision of services across North Lanarkshire; (4) setting out proposals for the introduction of a service which would be piloted in Airdrie and Bellshill, and (5) indicating that the existing home care charging policy would apply.

**Decided:**

- (1) that the introduction of a shopping and pension collection service in Airdrie and Bellshill as detailed within the report be approved, and
- (2) that the Director of Social Work issue a copy of the Home Care Charging Policy to all elected Members.

**GROUP CONFERENCING - RESTRICTED TENDERING PROCESS**

11. With reference to paragraph 9 of the Minute of the meeting of this Committee held on 5 June 2003 when, *inter alia*, a restricted tendering process for the provision of a Group Conferencing Service was approved, there was submitted a report dated 6 October 2003 by the Director of Social Work (1) outlining the background to the range of services which would be provided under the contract; (2) intimating that tenders were received from SACRO and Barnardos Scotland; (3) advising that following assessment of both tenders, the tender received from SACRO achieved the highest number of points, and (4) recommending that the offer submitted by SACRO in the sum of £143,000 for a three year period for the provision of Group Conferencing Services in North Lanarkshire be approved.

**Decided:** that the tender submitted by SACRO to provide Group Conferencing Services in North Lanarkshire in the sum of £143,000 for a three year period, be approved.

**REMAND FOSTERING SCHEME - RESTRICTED TENDERING PROCESS**

12. With reference to paragraph 8 of the Minute of the meeting of this Committee held on 5 June 2003 when, *inter alia*, a restricted tendering process for the provision of a Remand Fostering Service in North Lanarkshire was approved, there was submitted a report dated 6 October 2003 by the Director of Social Work (1) outlining the background to the range of services which would be provided under the contract; (2) intimating that NCH Scotland were the only organisation to submit a tender, and (3) recommending that following assessment, the offer submitted by NCH Scotland for the provision of a Remand Fostering Service in North Lanarkshire in the sum of £200,000 for a two year period be approved.

**Decided:** that the tender submitted by NCH Scotland to provide a Remand Fostering Service in North Lanarkshire in the sum of £200,000 for a two year period be approved.

**DEVELOPMENT OF A HANDYPERSON SERVICE IN NORTH LANARKSHIRE FOR PRACTICAL ASSISTANCE TO OLDER PEOPLE**

13. There was submitted a report (docketed) dated 30 September 2003 by the Director of Social Work regarding the development of the provision of practical assistance to older people (1) outlining the background to the current provision of practical assistance to older people from Age Concern Scotland and the North Lanarkshire Care and Repair Small Repairs Service; (2) intimating that initial plans to integrate both services had not been taken forward as the Care and Repair Scheme was not a universal service across all types of tenure; (3) proposing that the current Age Concern Handyman Service in North Lanarkshire be expanded to cover the whole of North Lanarkshire, and (4) intimating that the cost of expanding the scheme would be £67,657 per annum.

**Decided:** that the expansion of the Age Concern Scotland Handyman Service to cover the whole of North Lanarkshire at a cost of £67,657 per annum be approved.

**BEST VALUE REVIEW - SUPPORTED EMPLOYMENT SERVICE**

14. There was submitted a report (docketed) dated 11 September 2003 by the Director of Social Work seeking approval of the findings, conclusions and recommendations of the Best Value Review of Supported Employment Services in North Lanarkshire (1) outlining the background to and the scope and methodology of the review, and (2) detailing the findings and conclusions.

**Decided:** that the findings and recommendations of the Best Value Review of Supported Employment Services in North Lanarkshire be approved.

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**CHILD PROTECTION - PILOT PROTOCOL FOR BAIL ADDRESS SUITABILITY CHECK**

15. There was submitted a report (docketed) dated 24 September 2003 regarding the development of a Pilot Protocol Bail Address Suitability Check (1) outlining the background to the national audit and review of child protection in Scotland; (2) indicating that one of the recommendations of the national audit related to the need to ensure that in cases of alleged offences against children or in the case of domestic abuse where children may be at risk, all suitable checks were carried out in respect of bail addresses; (3) intimating that a pilot protocol had been undertaken at Airdrie Sheriff Court on 9 October 2003 for a three month period, and (4) enclosing in the Appendix to the report the Bail Address Suitability Check Protocol.

**Decided:** that the development of a pilot protocol for Bail Address Suitability Check in North Lanarkshire be approved.

**SOCIAL WORK ESTABLISHMENT - RENAL UNIT AT MONKLANDS DISTRICT GENERAL HOSPITAL**

16. There was submitted a report dated 7 October 2003 by the Director of Social Work regarding the social work establishment at Monklands District General Hospital (1) recommending in order to meet increasing demand for social work support at the hospital, the establishment of a part-time post of Social Worker graded at QSW, and (2) indicating that the full cost of the post would be met by Lanarkshire Acute Hospitals NHS Trust.

**Decided:**

- (1) that the establishment of a part-time Social Worker post (17.5 hours) at salary grade QSW within the social work establishment at Monklands District General Hospital be approved, and
- (2) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

**SCOTTISH SOCIAL SERVICES COUNCIL CONSULTATION - PHASE 2 - ADULT RESIDENTIAL CARE WORKERS**

17. There was submitted a report dated 3 October 2003 by the Director of Social Work outlining Phase 2 of the Scottish Social Services Council Consultation in respect of Adult Residential Care Workers and enclosing the Council's response.

**Decided:** that the action taken by the Director of Social Work in submitting the Council's response to the Scottish Social Services Council Consultation - Phase 2 - Adult Residential Care Workers be homologated.

**REVENUE ESTIMATES 2003/2004 - FINANCIAL MONITORING REPORT FOR THE SOCIAL WORK DEPARTMENT AND SHELTERED EMPLOYMENT - 1 APRIL TO 12 SEPTEMBER 2003**

18. There were submitted reports dated 9 October 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 12 September 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 SOCIAL WORK DEPARTMENT - 1 APRIL TO 12 SEPTEMBER 2003**

19. There was submitted a report (docketed) dated 6 October 2003 by the Director of Social Work (1) detailing the progress made in individual projects included in the Capital Programme for the Department of Social Work as at 12 September 2003; (2) intimating that a mid term review identified slippage of £2.82m which would be carried forward to the Programme for 2004/2005, and (3) 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 12 September 2003 be noted.

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

20. 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 17 September 2003 by the Director of Social Work regarding the progress of the implementation of the 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.

**IMPLEMENTATION OF THE RECOMMENDATIONS OF THE JOINT EQUIPMENT AND ADAPTATIONS MEMBER/OFFICER WORKING GROUP**

21. 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 Director of Social Work submit reports on the implementation of the recommendations, 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 and setting out the budgetary position for equipment and minor and major adaptations.

**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 future meetings of the Committee.

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**CHILDCARE STRATEGY, SURE START AND WORKFORCE DEVELOPMENT INITIATIVES - STAFFING PROPOSALS**

22. There was submitted a report dated 19 August 2003 by the Director of Education (1) advising that the Scottish Executive had confirmed that funding for local authorities for the Childcare Strategy, Sure Start and Workforce Development Initiatives would be extended until 2006, and (2) proposing, in light of the availability of funds until 2006, (a) that the temporary posts detailed in Appendices 1 and 2 of the report, which had been established respectively in terms of the Childcare Strategy and the Sure Start Initiative, be made permanent; (b) that the temporary post of SVQ Development Worker, as detailed in Appendix 3 to the report, which had been established in terms of the Workforce Development Initiative, be extended until March 2006, and (c) that the temporary posts of non-Education staff detailed in Appendix 4 to the report, which had been established in terms of the Sure Start Initiative in partnership with other departments and agencies, be extended until March 2006.

The Head of Social Work Resources advised that the reference in Appendix 4 to the grade of the post of Project Manager should be PO2.

**Decided:**

- (1) that the temporary posts funded through the Childcare Strategy and the Sure Start Initiative, as detailed in Appendices 1 and 2 to the report, be made permanent;
- (2) that the temporary post of SVQ Development Worker funded through the Workforce Development Initiative, as detailed in Appendix 3 to the report, be extended until March 2006;
- (3) that the temporary posts funded through the Sure Start Initiative in partnership with other Departments and agencies, as detailed in Appendix 4 to the report as amended to include the post of Project Manager at PO2 grade, be extended until March 2006, and
- (4) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

**CONFERENCES**

23. There was submitted a report dated 3 October 2003 by the Director of Administration advising that twelve 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:-

<b>Conference</b>	<b>Venue</b>	<b>Date</b>	<b>Attendance</b>
Equal Minds: Addressing Mental Health Inequalities in Scotland	Edinburgh	9 October 2003	Councillor Sullivan
How to Deal with Difficult People	Glasgow	28 October 2003	Councillor Selfridge
Quality Care for Older People: Inspection and Regulation of Residential Care Homes	London	28 October 2003	Councillor Devine and Councillor Sullivan



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

<b>Conference</b>	<b>Venue</b>	<b>Date</b>	<b>Attendance</b>
International Symposium - Towards a European Policy and Secure Care Accommodation for Children	Renfrew	12-14 November 2003	Councillor H. McGuigan
Vulnerable and Excluded Young People: Continuity for the Client	Edinburgh	18 November 2003	Councillor Gorman and Councillor J. McGuigan
ADSW Criminal Justice Services	Dunblane	20-21 November 2003	Councillor H. McGuigan and Councillor P. Sullivan
Community Care: The Art of the Possible	Dunblane	27-28 November 2003	Councillor H. McGuigan and Councillor P. Sullivan

and

(3) that otherwise no attendance be authorised.