

Motherwell, 11 December 2003 at 11 am.

AGENDA ITEM No. 3

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

PRESENT

Councillor Nolan, Convener; Councillors S. Coyle, Lunny, Lyle, McCallum, J McGuigan, M. Murray, Ross and Saunders.

CHAIR

Councillor Nolan (Convener) presided.

IN ATTENDANCE

The Committee Services Manager; Head of Social Work Resources; Head of Social Work Development; Monitoring and Standards Manager.

ALSO IN ATTENDANCE

J. Brown, North Lanarkshire Carers Together.

APOLOGIES

Councillors Devine, McCulloch, H. McGuigan, J. Martin and Selfridge.

UPDATE OF SOCIAL CARE TENDERING LIST

1. With reference to paragraph 1 of the Minute of the meeting of this Sub-Committee held on 11 February 2003 when, *inter alia*, a further 8 organisations for inclusion in the Social Work Department's Social Care tendering list were approved, there was submitted a report dated 30 October 2003 by the Director of Social Work (1) advising of progress made in reviewing the Social Work Department's Social Care Tendering List, and (2) intimating that an additional four organisations had been recommended for inclusion on the list, as detailed in the Appendix to the report.

Decided:

- (1) that the organisations recommended for inclusion on the Social Work Department's Social Care Tendering List, as detailed in the Appendix 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 AUTHORISED SERVICES

2. With reference to paragraph 2 of the Minute of the meeting of the Sub-Committee held on 11 February 2003 when, *inter alia*, the arrangements for updating the list of authorised services were approved, there was submitted a report dated 30 October 2003 by the Director of Social Work (1) indicating that a further five services had been approved for inclusion on the list of authorised services, as detailed in Table 1 in Appendix 1, to the report, and (2) indicating that a further fifteen services had been approved for inclusion on the list of authorised services, as detailed in Table 2 in Appendix 1, to the report as an interim addition for Housing Support Services.

Decided:

- (1) that the inclusion of a further five services on the list of authorised services, as detailed in Table 1, Appendix 1, to the report be noted, and
- (2) that the inclusion of a further fifteen services on the list of authorised services, as detailed in Table 2, Appendix 1, as an interim addition for Housing Support Services, be noted.

CONTRACTING ARRANGEMENTS FOR SOCIAL CARE : CONTRACTS UPDATE

3. With reference to paragraph 4 of the Minute of the meeting of this Sub-Committee held on 6 August 2002, when the progress in establishing Social Care Contracts in North Lanarkshire had been noted, there was submitted a report (docketed) dated 30 October 2003 by the Director of Social Work (1) intimating that a more robust contractual framework had been developed for the assessment commissioning, purchasing and contracting arrangements with independent sector providers; (2) indicating that all business transacted by the Department was undertaken only with organisations which pass the newly developed robust financial, legal and service delivery tests; (3) informing that, following a tender process in accordance with the new procedures, seventeen contracts had been signed as detailed in Appendix 1 to the report, and (4) seeking approval to negotiate tenders with those providers detailed in Appendix 2 to the report.

Decided:

- (1) that the signed contracts as detailed in Appendix 1 to the report be noted;
- (2) that the Director of Social Work be authorised to negotiate tenders with the providers as detailed in Appendix 2 to the report, and
- (3) that the Director of Social Work provide further reports to the Sub-Committee on contracting arrangements.

SERVICE MONITORING REPORT

(1) INDEPENDENT SECTOR HOME CARE SERVICES

4. With reference to paragraph 3 of the Minute of the meeting of this Sub-Committee held on 11 February 2003, when the use of Private Sector Home Care Services, and the outcome of Contract Monitoring for the period from 1 October to 31 December 2002 was noted, there was submitted a report (docketed) dated 30 October 2003 by the Director of Social Work in respect of Contract Monitoring for the period from 1 July 2003 to 30 September 2003 (1) intimating that, for the period up to 30 September 2003, 677 people had received services from Private Sector Home Care Providers in North Lanarkshire; (2) indicating that the number of hours delivered was 7,949 per week, and (3) setting out in Appendix 1 to the report, levels of use and monitoring outcomes in relation to Independent Sector Home Care through contract Purchases and preferred provider arrangements.

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 4 of the Minute of the meeting of this Sub-Committee held on 11 February 2003, 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 October to
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31 December, 2003 was noted, there was submitted a report (docketed) dated 3 November 2003 by the Director of Social Work for the period from 1 July 2003 to 30 September 2003 (1) intimating that for the period up to 30 September 2003, 257 people, 54 of whom had mental health problems, and 203 of whom had learning disabilities had received supported living services within North Lanarkshire, 12 people with learning difficulties had received 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.

(3) INDEPENDENT SECTOR NURSING HOMES WITHIN NORTH LANARKSHIRE

6. With reference to paragraph 5 of the Minute of the meeting of the Sub-Committee held on 11 February 2003, when the outcome of contract monitoring of nursing homes located in North Lanarkshire for the period from 1 August to 30 November 2002 was noted, there was submitted a report (docketed) dated 3 November 2003 by the Director of Social Work in respect of contract monitoring for the period from 1 March to 30 September 2003 (1) setting out the contract measures applied to Independent Sector Nursing Homes; (2) indicating that there had been a substantial increase in the number of concerns/complaints notified to the department and that a more targeted approach to monitoring respite services and care homes was scheduled to be implemented within the next three months, and (3) enclosing in Appendix 1 to the report, a summary of the outcome of the monitoring of independent nursing home sector providers.

Decided: that the terms of the report be noted.

NORTH LANARKSHIRE CARE AND REPAIR PROJECT - PROGRESS REPORT

7. With reference to paragraph 6 of the Minute of the meeting of the Sub-Committee held on 11 February 2003 when the progress of the North Lanarkshire Care and Repair Project had been noted, there was submitted a report dated 20 November 2003 by the Director of Housing and Property Services (1) intimating that, as at 30 September 2003, the Care and Repair Project had 1,698 clients and 950 cases complete or in progress and that, of those, 65% of the clients were over 70 years of age, and 87% had a disability; (2) indicating that new referrals to the project had increased by 69 in the quarter to 30 September 2003; (3) informing that (a) an appointment of an additional Care and Repair Officer had led to a significant reduction in waiting time, particularly for priority cases, and (b) the number waiting for a first visit from the Care and Repair Service had fallen from 157 at 30 June to 102 at 30 September 2003, and (4) advising that, as at 30 September 2003, the Small Repairs Service had 1,063 clients and 804 cases complete, and that, of those, 77% of the clients were over 70 years of age, and 80% had a disability.

Decided: that the terms of the report be noted.

SUPPLEMENTATION RATE INCREASES IN ESTABLISHMENTS OUTWITH THIS AUTHORITY

8. With reference to paragraph 8 of the Minute of the meeting of this Sub-Committee held on 11 February 2003, when new supplementation rates were approved, there was submitted a report (docketed) dated 11 November 2003 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.

ENABLE HOMES - CUMBERNAULD

9. With reference to paragraph 10 of the Meeting of this Sub-Committee held on 6 August 2002, there was submitted a report dated 18 November 2003 by the Director of Social Work, seeking approval of additional funding for services run by Enable Homes in Cumbernauld; (1) indicating that to comply with Health and Safety legislation the organisation required to undertake essential maintenance; (2) indicating that the organisation was experiencing financial deficits within its maintenance budget, and (3) detailing requests for funding in respect of the replacement of fire doors, provision of radiator covers and the installation of regulators on hot water taps.

Decided:

- (1) that the funding of £8,000 for the purchase of fire doors be approved;
- (2) that the funding of £5,000 for the provision of radiator covers be approved, and
- (3) that the funding of £1,700 for the installation of regulators for hot water taps be approved.

CARISBROOKE DAY CENTRE, ENABLE SCOTLAND

10. With reference to paragraph 10 of the Minute of this Sub-Committee held on 4 April 2000, there was submitted a report dated 18 November 2003 by the Director of Social Work seeking approval of an increase in the agreed funding levels to be applied in the Day Service operated by Enable Services at the Carisbrooke Day Centre, Airdrie; (1) outlining the services provided at the Day Centre and the need for a financial review of its operation; (2) intimating that the financial review had been designed to correct a number of long standing budget issues and ensure the basis of a sound service and allow development work to be undertaken, and (3) proposing that, as from April 2003, funding of £292,646 per annum be provided for the Carisbrooke Day Centre and £181,220 per annum for the Centre's Outreach Service.

Decided: that as from April 2003, funding of £292,646 per annum be provided to the Carisbrooke Day Centre and £181,220 per annum for the Centre's Outreach Service.

RACHEL HOUSE CHILDREN'S HOSPICE - FUNDING

11. With reference to paragraph 16 of the Minute of the Social Work Committee held on 21 November 2000 when it was agreed that a grant of £10,750 be given to the Children's Hospice Association Scotland (CHAS) towards the cost of Rachel House Children's Hospice for the 2000/2001 financial year, there was submitted a report dated 17 October 2003 by the Director of Social Work seeking approval to make a grant to CHAS towards the cost of Rachel House Children's Hospice in 2003/2004, and (2) advising that the current funding sought from Local Authorities amounts to £242,183 for 2003/04, with North Lanarkshire Council's share, based on population, being £15,442.

Decided: that a grant of £15,442 to CHAS towards the cost of Rachel House Children's Hospice for the 2003/2004 financial year be approved.

PAYING YOUR BILLS

12. There was submitted a report dated 5 November 2003 by the Director of Social Work advising of the Council's contribution to the publication of the "Paying your Bills" guide indicating (1) that the guide had been developed with the active involvement of people with learning disabilities and was designed to assist the 1.5 million people in the UK who have a learning disability to better understand how to pay bills and avoid getting into debt, and (2) that a group of five people from North Lanarkshire had participated in the design of the guide.

Decided: that the contents of the report be noted.

USE OF INDEPENDENT LIVING FUND WITH NORTH LANARKSHIRE

13. There was submitted a report dated 5 November 2003 by the Director of Social Work in relation to a report from the Independent Living Fund entitled "User Profile Analysis" (1) informing that the Independent Living Fund was a Trust established and funded by Central Government with the aim of supporting people with severe disabilities to live independently; (2) indicating that the Fund provided payment direct to the disabled person and was used for the provision of personal and domestic care, and (3) detailing that, within North Lanarkshire, recipients of the Independent Living Fund were aged between 25-55 years of age with a physical or learning disability and received an average award of £245.04 per week.

Decided: that the terms of the report be noted.

ABSENCE MONITORING

14. With reference to paragraph 11 of the Minute of the meeting of this Sub-Committee held on 11 February 2003, when the level of staff absence throughout the Social Work Department from 1 November to 31 December 2002 was noted, there was submitted a report (docketed) dated 18 November 2003 by the Director of Social Work detailing the level of staff absence throughout the Social Work Department from 1 July to 30 September 2003.

Decided: that the terms of the report be noted.

OVERTIME MONITORING REPORT

15. With reference to paragraph 12 of the Minute of the meeting of this Sub-Committee held on 11 February 2003, when the details of overtime worked by officers paid above SPC35 from 9 November 2002 to 3 January 2003 and paid at SPC35 were noted, there was submitted a report (docketed) dated October 2003 by the Director of Social Work providing details of overtime worked by officers paid above SPC35 during periods 4, 5 and 6 for the year 2003/04.

Decided: that the terms of the report be noted and remitted to the Policy and Resources (Personnel) Sub-Committee for its interest.