

Motherwell, 6 May 2004 at 11 am. AGENDA ITEM No. 3

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

PRESENT

Councillor Nolan, Convener; Councillors Cassidy, S. Coyle, Devine, Gorman, Lunny, Lyle, McCulloch, J. McGuigan, J. Martin, M. Murray, Ross, Saunders, Selfridge and Shields.

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.

APOLOGIES

Councillor McCallum.

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 December 2003 when, inter alia, it was agreed that a further four organisations be included in the Social Work Department's Social Care tendering list, there was submitted a report (docketed) dated 13 April 2004 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 report, be approved, and
- (2) that the Director of Social Work provide further report 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 December 2003 when, inter alia, the arrangements for updating the list of authorised services were approved, there was submitted a report (docketed) dated 13 April 2004 by the Director of Social Work (1) indicating that a further four services had been approved for inclusion as detailed in Appendix 1, Table 1 to the report, and (2) listing a further 14 Housing Association services that had been approved on an interim basis and had been subject to a further assessment as detailed in Appendix 1, Table 2 to the report.

Decided:

- (1) that the inclusion of a further four services on the list of authorised services, as detailed in Table 1, Appendix 1 to the report be approved, and
- (2) that the inclusion of a further fourteen services, as detailed in Table 2, Appendix 1, and previously approved as interim additions for Housing Support Services, be approved.

CONTRACTING ARRANGEMENTS FOR SOCIAL CARE: CONTRACTS UPDATE REPORT

3. With reference to paragraph 1 of the Minute of the meeting of this Sub-Committee held on 26 February 2004, when the progress in establishing social care contracts in North Lanarkshire had been noted, there was submitted a report (docketed) dated 13 April 2004 by the Director of Social Work (1) providing an update on social care contracts, and (2) listing 12 twelve contracts which had been signed between 1 February 2004 and 31 March 2004 and detailed in Appendix 1 to the report.

Decided:

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

SERVICE MONITORING

(1) INDEPENDENT SECTOR HOME CARE SERVICES

4. With reference to paragraph 2 of the Minute of the meeting of this Sub-Committee held on 26 February 2004 when the use of private sector home care services, and the outcome of contract monitoring for the period from 1 October 2003 to 31 March 2003 were noted, there was submitted a report (docketed) dated 13 April 2004 by the Director of Social Work in respect of contract monitoring for the period from 1 January 2004 to 31 March 2004 (1) indicating that 671 clients had received services from private sector home care providers in North Lanarkshire and the number of hours delivered was 8,693.5 hours per week, and (2) 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 3 of the Minute of the meeting of this Sub-Committee held on 26 February 2004, 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 January to 31 March 2004 were noted, there was submitted a report (docketed) dated 22 April 2004 by the Director of Social Work (1) intimating that 263 people, 50 of whom had mental health problems and 213 of whom had learning disabilities had received supported living services within North Lanarkshire and 12 people with learning disabilities 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 4 of the Minute of the meeting of this Sub-Committee held on 26 February 2004, when the outcomes of contract monitoring of nursing homes located in North Lanarkshire for the period from 1 October to 31 December 2003 were noted, there was submitted a report (docketed) dated 22 April 2004 by the Director of Social Work in respect of contract monitoring for the period from 1 January until 31 March 2004 (1) setting out the contract measures applied to independent sector nursing homes; (2) indicating that there had been a slight reduction in the number of complaints/concerns notified to the Department; (3) informing that six of the eight homes previously the subject of enhanced monitoring processes had reverted to standard monitoring status, and (4) enclosing in Appendix 1 to the report, a summary of the outcome of the monitoring of independent nursing homes sector providers.

Decided: that the terms of the report be noted.

QUALITY CARE SERVICES FOR A MODERN SCOTLAND - FIRST ANNUAL REPORT

7. There was submitted a report dated 7 April 2004 by the Director of Social Work advising of the publication of the first annual report by the Scottish Commission for the Regulation of Care (1) intimating that the Regulation of Care (Scotland) Act 2001 established a unified system of registration and regulation of care services throughout Scotland resulting in the Scottish Commission for the Regulation of Care becoming responsible for regulatory functions which had previously been undertaken by the local authority and the Health Boards; (2) outlining on the Commission's work in conducting its primary responsibilities concerning the regulation of care services, contacting care providers, dealing with complaints and enforcing the law; (3) highlighting that the Care Commission was responsible for regulating 14,608 services during the reporting period, and (4) intimating that as at 31 March 2003, the Commission had undertaken responsibility for regulating a number of other types of services including Care at Home, Housing Support and Fostering Agencies.

Decided: that the terms of the report be noted.

NORTH LANARKSHIRE CARE AND REPAIR PROJECT PROGRESS REPORT

8. With reference to paragraph 5 of the Minute of the meeting of this Sub-Committee held on 26 February 2004 when the progress of the North Lanarkshire Care and Repair Project had been noted, there was submitted a report dated 26 April 2004 by the Director of Housing and Property Services (1) intimating that as at 31 March 2004, the Care and Repair Project had 1,916 clients and 1,032 cases complete or in progress and that, of those, 67% of the clients were over 70 years of age, and 88% had a disability; (2) indicating that new referrals to the project had increased by 114 in the quarter ending 31 March 2004; (3) advising that (a) as at 31 March 2004, the Small Repairs Service had 1,271 clients and 978 cases complete and, of those, 77% of the clients were over 70 years of age, and 80% had a disability, and (b) the Small Repairs Service would expand during 2004-2007, and (4) detailing within Appendix 2 to the report, the Project's outturn figures for 2002/2003 and 2003/2004, against the national indicators for Care and Repair

Decided:

- (1) that the terms of the report be noted, and
- (2) that the Director of Housing and Property Services be authorised to submit a Budget Monitoring report regarding North Lanarkshire Care and Repair Project to a future meeting of the Sub-Committee.

SUPPLEMENTATION RATE INCREASES IN ESTABLISHMENTS OUTWITH THIS AUTHORITY

9. With reference to paragraph 9 of the Minute of the meeting of this Sub-Committee held on 26 February 2004, when new supplementation rates were approved, there was submitted a report (docketed) dated 7 April 2004 by the Director of Social Work, setting out changes to the supplementary rate set by other local authorities for registered residential and day care establishments based in the voluntary sector within their area.

Decided: that the new supplementation rates, as detailed in Appendix 1 to the report be approved.

PROPOSED INCREASE TO ALZHEIMER'S (SCOTLAND) AND PENUMBRA RATES (2004/05)

10. With reference to paragraph 16 of the Minute of the meeting of the Social Work Committee held on 5 June 2003 when maintenance rates increases in residential and day care establishments for 2003/2004 were approved, there was submitted a report dated 14 April 2004 seeking approval for increasing the maintenance rates to Alzheimer's (Scotland) and Penumbra for the 2004/2005 financial year (1) informing that rates paid to voluntary organisations represent a charge for the client's use of the service; (2) detailing within Appendix 1 to the report the proposed funding for Alzheimer's (Scotland) and Penumbra establishments in North Lanarkshire for the period 2004/2005; (3) informing that the Council was in the process of reconfiguring services provided by Penumbra at the Glen Road and Millbank Road establishments; (4) advising that a shortlife Steering Group had been established to assist in the planning and implementation of the reconfiguration of Penumbra's existing services within North Lanarkshire which would involve the closure of the Millbank Road establishment, and (4) indicating that the estimated timescale for the completion of the closure of the Millbank Road establishment was 30 September 2004.

Decided: that the new rates, as detailed in Appendix 1 to the report be approved.

INCLUEM OFFENDERS SERVICES

11. With reference to paragraph 17 of the Minute of the meeting of this Sub-Committee held on 22 March 2001 when inter alia, it was agreed that funding be provided to Includem for the development of special support services for highly vulnerable looked and accommodated young people, there was submitted a report (docketed) by the Director of Social Work dated March 2004 (1) seeking approval for new contractual arrangements for Includem Offenders Services; (2) advising of the contractual arrangements in place at present with Includem Offenders Service; (3) informing that a departmental purchasing strategy had been agreed for the services provided for young people, including young offenders; (4) proposing that from April 2004 Includem Offenders Services contract move from block purchase to a spot purchasing model with a guarantee of a minimum of six placements at a cost of £62,400 per annum; (5) suggesting that both Includem Services purchased by the Council be included in one contract from April 2005 when the present service contract expires, and (4) informing that the committed value of the contract would reduce from £79,152 to £62,400 with additional places purchased at a cost of £300 per week.

Decided:

- (1) that the change in the Includem Offenders Services contract from block purchase to spot purchase with a guarantee of a minimum of six placements at a cost of £62,400 per annum be approved, and
- (2) that the report be otherwise noted.

INDEPENDENT SECTOR SUPPORTED LIVING SERVICES FOR PEOPLE WITH A LEARNING DISABILITY : AXIS PEOPLE FIRST

12. With reference to paragraph 6 of the Minute of the meeting of the Sub-Committee held on 23 April 2002 when, *inter alia*, it was agreed that the Director of Social Work enter into contract negotiations with Axis People First, Cumbernauld for the development of the provision of local supported living services, there was submitted a report (docketed) dated 20 April 2004 by the Director of Social Work (1) advising of the outcome of contractual negotiations with Axis People First; (2) informing that Axis People First had requested assistance in the purchase of a computer package designed specifically for their organisation which will improve the working practices in accordance with the Care Standards Act; (3) proposing that (a) Axis People First provide a supported living service at a cost of £194,500 for the purchase of 267 hours per week, with an agreed hourly rate thereafter of £9.50 per client, and (b) that funding of £5,400 be provided to Axis People First for the purchase of a computer.

Decided:

- (1) that the provision of supported living services be purchased from the Axis People First at a cost of £194,500, and
- (2) that funding of £5,400 be provided to Axis People First for the purchase of a computer

FINANCE REVIEW OF ALTERNATIVE FOR A LIVING, GREENWOOD, AIRDRIE

13. With reference to paragraph 12 of the Minute of the meeting of this Sub-Committee held on 12 February 2002, when, *inter alia*, the revised staffing establishment for Alternative of Living at Greenwood, Airdrie was approved, there was submitted a report (docketed) dated 19 April 2004 by the Director of Social Work (1) seeking approval for revised funding of the service provided by Alternative of Living in Greenwood, Airdrie; (2) indicating that Alternative of Living had been experiencing difficulty in terms of staff recruitment and retention due to the salary they offer in comparison with other like providers, and (3) proposing (a) revised salary costs, as detailed in paragraph 3.2 of the report, and (b) revised maintenance rates effective from 1 April 2004.

Decided: that the revised salary costs and revised maintenance rates as detailed in paragraphs 3.2 and 4.2 of the report respectively be approved.

REVISED FINANCIAL ARRANGEMENTS FOR QUARRIERS SUPPORTED LIVING SERVICES IN NORTH LANARKSHIRE

14. With reference to paragraph 10 of the Minute of the meeting of this Sub-Committee held on 12 February 2002, when, *inter alia*, the maintenance rates for the supported living services provided by Quarriers Homes, Cumbernauld was agreed, there was submitted a report dated 19 April 2004 by the Director of Social Work seeking approval for revised costs for the Supporting Living Services provided by Quarriers (1) intimating that a financial review had been undertaken in relation to the arrangements for the provision of Supported Living Services in terms of core funding, the expansion of services and hourly rate of support; (2) indicating that during the period 2003/2004 Quarriers had supported 25 service users and incurred a deficit of £53,494; (3) proposing (a) that the care funding be increased in phases to facilitate progression from 20 users to 40 service users; (b) that an increase in the hourly rate of direct support costs for 2003/2004 and 2004/2005 as detailed in paragraph 3.4 of the report, and (c) that a payment of £53,494 be made to offset the deficit incurred in 2003/2004.

Decided:

- (1) that the core funding of Quarriers Supported Living Service be increased, on a phased basis, to facilitate progression for the provision of services from 20 to 40 users as detailed in the report;
- (2) that the hourly rate cost of direct support cost be increased as detailed in the report, and
- (3) that a payment of £53,494 be made to Quarriers Supported Living Services to offset the deficit incurred in 2003/2004.

REVISED FINANCIAL ARRANGEMENTS FOR SUPPORT FOR ORDINARY LIVING SUPPORTED LIVING SERVICES IN NORTH LANARKSHIRE

15. With reference to paragraph 7 of the Minute of the meeting of the Sub-Committee held on 7 November 2000 when the maintenance rate for Supported Living Services provided by Support for Ordinary Living (SOL) was approved, there was submitted a report dated 19 April 2004 seeking approval for revised costs for the service provided by Support for Ordinary Living (1) informing that SOL supported 43 people with learning disabilities in their own tenancies; (2) indicating that the number of small team support packages had increased, therefore increased funding for this type of support was required; (3) proposing that (a) four levels of small team support be established as outlined in paragraph 3.7 of the report; (b) the core costs of SOL be increased in line with inflation to £227,003 for 2004/2005; (c) the hourly rate covering the costs of support be increased from £11.02 to £11.35; (d) weekly and annual costs of the four levels of small team support as detailed in paragraph 4.3 of the report, and (e) a payment of £82,000 be paid to SOL to offset the deficit incurred in 2003/2004.

Decided:

- (1) that the core costs of £227,003 for SOL for the financial year 2004/2005 be approved;
- (2) that the hourly rate for the cost of support be increased from £11.02 to £11.35 for 2004/2005;
- (3) that the weekly and annual costs of the four levels of small team support as detailed in paragraph 4.3 of the report be approved;
- (4) that a payment of £82,000 be paid to SOL to offset the deficit incurred in 2003/2004, and
- (5) that the report be otherwise noted.

ABSENCE MONITORING

16. With reference to paragraph 13 of the Minute of the meeting of this Sub-Committee held on 26 February 2004 when the level of staff absence throughout the Social Work Department from 1 October to 31 December was noted, there was submitted a report (docketed) dated April 2004 by the Director of Social Work detailing the level of staff absence throughout the Social Work Department from 1 January to 31 March 2004.

Decided: that the terms of the report be noted.

OVERTIME MONITORING REPORT

17. With reference to paragraph 14 of the Minute of the meeting of this Sub-Committee held on 26 February 2004, there was submitted a report (docketed) dated April 2004 by Director of Social Work providing details of overtime worked by Officers paid above SCP35 during periods 10, 11, 12 and 13 for the year 2003/2004.

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