

**Motherwell, 20 May 2004 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, Homer, Irvine, Lunny, Lyle, McCallum, McCulloch, J. McGuigan, McLaughlin, J. Martin, M. Murray, Ross, Saunders 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 Services and Senior Accountant.

**APOLOGIES**

Councillors J. Coyle, McAuley, McCabe, Selfridge and Shaw.

**COMMUNITY HEALTH PARTNERSHIPS - RESPONSE TO SCOTTISH EXECUTIVE DRAFT STATUTORY GUIDANCE**

1. There was submitted a report (docketed) dated 31 March 2004 by the Director of Social Work regarding the contents of the draft statutory guidance issued by the Scottish Executive in respect of Community Health Partnerships (CHPs) (1) outlining the background to the guidance which places a requirement on Community Health Partnerships to be established as Committees of NHS Boards by April 2005; (2) intimating that, while CHPs were required to be constituted as NHS bodies, the guidance indicates that CHPs would be expected to provide a range of services some of which would be provided or commissioned by Local Authorities through local agreements, and (3) setting out in the Appendix to the report the Council's response to the Scottish Executive consultation.

Thereon, the Head of Social Work Development provided a presentation on the implications of the guidance for this Council and thereafter responded to members questions.

**Decided:**

- (1) that the terms of the presentation be noted, and
- (2) that the response set out in the Appendix to the report by the Director of Social Work be endorsed as the Council's formal response to the Scottish Executive consultation on Community Health Partnerships and the action taken by the Director of Social Work in forwarding the response to the Scottish Executive be homologated.

**MINUTES OF MEETINGS OF SUB-COMMITTEES**

2. There were submitted the Minutes of the meetings of the Social Work (Operations and Services) Sub-Committee held on 4 May 2004 and the Social Work (Planning and Administration) Sub-Committee held on 6 May 2004.

**Decided:** that the terms of the Minutes be approved.

**NHS LANARKSHIRE: CONSULTATION ON PROPOSALS FOR LANARKSHIRE PRIMARY CARE OUT OF HOURS SERVICE**

3. There was submitted a report (docketed) dated 28 April 2004 by the Director of Social Work regarding the NHS Lanarkshire Consultation Paper on the review and redesign of the Primary Care Out of Hours Service (1) outlining the background to the consultation; (2) indicating that the central element of the proposals was the creation of primary care out of hours centres at Accident and Emergency Departments in each of the three acute hospital sites in Lanarkshire; (3) indicating that the proposals would have a significant impact on the citizens of North Lanarkshire, particularly with regard to the accessibility of services, and (4) setting out in the Appendix to the report the response to the NHS Lanarkshire Consultation.

**Decided:** that the response set out in the Appendix to the report by the Director of Social Work be endorsed as the Council's formal response to the NHS Lanarkshire Consultation on the Out of Hours Service and the action taken by the Director of Social Work, in forwarding the response to NHS Lanarkshire, be homologated.

**MODERNISATION OF LOCAL AUTHORITY CHILDREN'S RESIDENTIAL HOMES IN NORTH LANARKSHIRE**

4. With reference to paragraph 21 of the Minute of the meeting of this Committee held on 11 March 2004 when (1) the progress in the implementation of the Modernisation of Local Authority Residential Homes in North Lanarkshire was noted, and (2) the Director of Social Work was authorised to submit further progress reports to future meetings of the Committee, there was submitted a report (docketed) dated 21 April 2004 by the Director of Social Work advising of the progress in the implementation of the Modernisation of the provision of Care for Children and Young People who need to be Looked After and Accommodated in a residential setting in North Lanarkshire (a) reiterating that the Action Plan to modernise children's homes in North Lanarkshire would be implemented in four phases; (b) providing details on the progress in the implementation of phases 1 and 2 of the Plan; (c) summarising the outcome of an options appraisal as detailed in Appendix 1 to the report which had been carried out to evaluate potential sites for a new build six bedded Children's Home in Cumbernauld which would form phase 3 of the Plan, and (d) proposing that (A) the preferred site for the Home be part of the site of the former Cumbernauld Village Primary School, Cumbernauld, and (B) the Pine Court Children's Home be closed on completion of the new unit.

Councillor H. McGuigan, Convener, advised that he would be meeting with the Director of Social Work and Head of Design Services to ensure that Phases 1 and 2 of the Modernisation Programme will be completed by the stipulated timescales detailed in the report.

Councillor H. McGuigan, seconded by Councillor Sullivan, moved that :-

- (1) that Pine Court Children's Home be replaced with a new build six bedded Children's Home on part of the site of the former Cumbernauld Primary School in the Village, Cumbernauld;
- (2) that Pine Court Children's Home be closed on completion of the new unit;

- (3) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for information, and
- (4) that the Director of Social Work submit a further progress report to future meetings of the Committee.

Councillor McCallum, seconded by Councillor Lyle, moved, as an amendment, that this Committee recognises the unsuitability of Pine Court as a site for a Children's Home and the urgent need for a new location. Whilst recognising these factors, the new site proposed, the former Village Primary School, is within the Cumbernauld Village Conservation Area and ultimately the proposal is unsuitable as this site will lead to considerably higher construction costs and therefore call upon officials to consider a more suitable site.

On a vote being taken, 7 Members voted for the amendment and 20 Members voted for the Motion, which was accordingly declared carried.

Thereon, 7 Members being more than one quarter of the Members present and voting, having required in terms of paragraph 57(E) of the Council's Standing Orders in relation to Committees and Sub-Committees, that the power delegated to the Social Work Committee be not exercised in respect of this item, and the matter be referred, for determination, to the Council, the matter was referred accordingly.

**Decided:**

- (1) that Pine Court Children's Home be replaced with a new build six bedded Children's Home on part of the site of the former Cumbernauld Primary School in the Village, Cumbernauld;
- (2) that Pine Court Children's Home be closed on completion of the new unit;
- (3) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for information;
- (4) that the Director of Social Work submit a further progress report to future meetings of the Committee, and
- (5) that it be noted that in terms of paragraph 57(E) of the Council's Standing Orders the powers delegated to the Committee are not exercised and the matter is referred for determination to the Council.

**COMMUNITY MEALS - LUNCH CLUBS**

5. With reference to paragraph 19 of the Minute of the meeting of this Committee held on 23 August 2001 when (1) the recommendations of the Best Value Review of Community Meals in North Lanarkshire were approved, and (2) the Improvement Action Plan for the provision of Community Meals in North Lanarkshire was approved, there was submitted a joint report (docketed) dated 27 April 2004 by the Directors of Community Services and Social Work setting out proposals for the provision of community meals to lunch clubs (a) indicating that the Best Value Review Group had been supportive of the transfer of responsibility for lunch club management to the Department of Community Services; (b) indicating that in order to facilitate the transfer, a shadow period involving increased managerial responsibility by Community Services staff had been undertaken, and (c) intimating that the Department of Social Work would continue to hold the budget for the service meantime until the end of the current financial year with the Department of Community Services recharging costs in line with the available budget.

**Decided:**

- (1) that the transfer of responsibility for the provision of Community Meals to lunch clubs from the Department of Social Work to the Department of Community Services be approved, and
- (2) that the report be remitted to the Community Services Committee for consideration.

**WORKING TOGETHER: SUPPORTED EMPLOYMENT CONFERENCE**

6. With reference to paragraph 7 of the Minute of the meeting of this Committee held on 15 January 2004 when, *inter alia*, the Director of Social Work was authorised to submit a further report to a future meeting of the Committee on the outcome of the "Working Together: Supported Employment Conference", there was submitted a report (docketed) dated 7 April 2004 by the Director of Social Work highlighting issues which emerged from the Working Together conference on Supported Employment held on 26 March 2004 (1) providing an outline of the conference which was attended by Private and Public Sector Employees, Service Users, Carers and Parents; (2) proposing that the recommendations which emerged from the conference and were detailed within Section 3.8 of the report be adopted by the Council, and (3) enclosing in Appendices 1(a) and 1(b), the current arrangements in place for individuals in Supported Employment in North Lanarkshire.

**Decided:**

- (1) that the recommendations set out in Section 3.8 of the report be adopted by the Council, and
- (2) that the report be remitted to the Policy and Resources Committee for consideration.

**JUSTICE SERVICE DEVELOPMENT – DIVERT INITIATIVE AND ARREST REFERRAL SCHEME**

7. There was submitted a report (docketed) dated 26 April 2004 by the Director of Social Work regarding recent developments in the provision of Justice Services following successful bids to the Scottish Executive and the New Opportunities Fund for a Diversion Initiative in North Lanarkshire and a pilot Arrest Referral Scheme (1) outlining the background to the bids which had been successful in receiving funding of £128,000 for an arrest referral scheme in association with SACRO and £334,473 for a Divert Initiative, in association with the Procurator Fiscal and APEX, a voluntary organisation working with offenders; (2) outlining the background to the Arrest Referral Scheme which would be aimed at people who had been arrested and whose offending may be linked to drug use; (3) indicating that, due to limited funding, the Lanarkshire bid would focus on delivering a service from Bellshill, Cumbernauld and Hamilton Police Stations, and (4) providing details of the divert initiative scheme which would be responsible for developing and delivering an early intervention/community rehabilitation initiative for young people.

**Decided:** that the allocation of £128,000 for an arrest referral scheme and £334,473 for a Direct Initiative as detailed in the report be noted.

**INVESTOR IN PEOPLE**

8. There was submitted a report dated 20 April 2004 by the Director of Social Work advising that the Department of Social Work had been successful in achieving Investor in People accreditation.
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**Decided:**

- (1) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for information, and
- (2) that the terms of the report be otherwise noted.

**PROTECTION OF VULNERABLE ADULTS PROCEDURES**

9. There was submitted a report (docketed) dated 1 April 2004 by the Director of Social Work regarding the establishment of procedures for the Protection of Vulnerable Adults (1) intimating that a multi-agency steering group had drafted procedures for the protection of vulnerable adults; (2) indicating that the procedures would address definitions, roles and responsibilities, legal frameworks and practice guidance about responding to allegations about abuse, and (3) setting out a number of service developments required to implement the procedures.

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

**REQUEST FOR SPECIAL LEAVE**

10. There was submitted a report dated 5 March 2004 by the Director of Social Work seeking approval to allow one member of staff a two month period of special leave, unpaid.

**Decided:**

- (1) that approval be given for the Director of Social Work to grant a period of two months special leave, unpaid, to a member of Social Work Department staff, and
- (2) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

**SHIFTING THE BALANCE OF CARE FOR OLDER PEOPLE WITH MENTAL HEALTH DIFFICULTIES**

11. There was submitted a report (docketed) dated 21 April 2004 by the Director of Social Work seeking approval to provide resources for the provision of community services for older people with mental health difficulties arising from the closure of the Barra Ward at Hartwoodhill Hospital (1) intimating that as a consequence of the closure of the Barra Ward the Council's share of the resource transfer from NHS Lanarkshire was £243,000; (2) setting out a number of service developments in Section 3.1 of the report which had been recommended by the Council and NHS Lanarkshire, and (3) recommending the creation of two posts of Community Network Integration Manager at salary grade PO8 within the agreed recruitment and selection framework as joint posts for Health and Social Work.

**Decided:**

- (1) that the Committee, for its interest, approve the creation of two posts of Community Network Integration Manager at salary grade PO8;
  - (2) that the service developments detailed in Section 3.1 of the report be approved, and
  - (3) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.
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**SCOTTISH EXECUTIVE CONSULTATION ON REDUCING RE-OFFENDING**

12. There was submitted a report (docketed) dated 12 May 2004 by the Director of Social Work regarding the Scottish Executive Consultation on Reducing Re-offending in Scotland (1) outlining the background to the Consultation, and (2) enclosing in Appendix 1 to the report, a summary of the Key issues arising from the Consultation on reducing re-offending in Scotland.

**Decided:**

- (1) that the response to the consultation emphasise that greater collaborative working was required amongst key partners on the basis of a joint planning mechanism which had the authority to hold individual agencies accountable for their area of responsibility and not through a single agency, and that this should be linked to local communities with Local Authorities having a key role in co-ordinating the joint planning mechanism in line with its community planning responsibilities, and
- (2) that the comments set out in the report form the basis of the Council's formal response to consultation and the Director of Social Work be authorised to forward the response on behalf of the Lanarkshire Criminal Justice Grouping.

**DELAYED DISCHARGE IN LANARKSHIRE 2003/2004**

13. With reference to paragraph 3 of the Minute of the meeting of the Social Work (Operations and Services) Sub-Committee of 4 May 2004 when, a report dated 21 April 2004, by the Director of Social Work advising that the Lanarkshire Partnership had met its target in reducing numbers of delayed discharges in Acute Hospital Care and had exceeded targets for those waiting more than one year for discharge, was noted, there was submitted the said report thereon.

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

**SERVICE DEVELOPMENTS - SCOTTISH EXECUTIVE YOUTH JUSTICE/ANTI-SOCIAL BEHAVIOUR RESOURCES 2004/2006**

14. There was submitted a report (docketed) dated 27 April 2004 by the Director of Social Work regarding the provision of Youth Justice/Anti-Social Behaviour Resources for 2004/05 and 2005/06 (1) outlining the national distribution of funding for Initiatives in respect of Restorative Justice, Local Action Fund, Programmes to Support under 16s on Anti-social Behaviour Orders and Implementation of Youth Justice National Standards; (2) providing details of the funding the Council would receive for each Initiative for 2004/2005 and 2005/2006 which amounted to £644,000 and £696,000 respectively; (3) setting out a number of service developments with associated staffing implications in respect of Restorative Justice, Restorative Justice Programmes to support under 16s who were subject to anti-social behaviour orders and Implementation of National Standards, and (4) proposing that (a) the Council commission a Restorative Justice Training Programme and develop an in-house training programme on restorative approaches across a range of services, and (b) contribute to the Strathclyde Police Restorative Cautioning roll out in 'N' Division.

**Decided:**

- (1) that the service developments outlined in the report be approved;
- (2) that the Committee, for its interest, approve the staffing recommendations contained within the report;

- (3) that the Council commission a Restorative Justice Training Programme to ensure awareness of restorative approaches across a range of services;
- (4) that the Council contribute to the Strathclyde Police Restorative Cautioning roll out in 'N' Division;
- (5) that the Director of Social Work submit a further report to a future meeting of the Committee on proposals for services to under 16s on Anti-Social Behaviour Orders, and
- (6) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

#### **MENTAL HEALTH SERVICES DEVELOPMENTS**

15. There was submitted a report (docketed) dated 27 April 2004 by the Director of Social Work regarding the development of Mental Health Services in North Lanarkshire (1) outlining current policy developments, legislative changes and initiatives in the field of mental health, and (2) recommending, in order to meet the new demands on the provision of Mental Health Services, the deletion of the post of Social Worker (Mental Health) at salary grade QSW and the establishment of one post of Senior Officer (Mental Health) at salary grade PO2/5.

**Decided:**

- (1) that the Committee, for its interest, approve the deletion of the post of Social Worker (Mental Health) at salary grade QSW;
- (2) that the Committee, for its interest, approve the creation of one post of Senior Officer (Mental Health) at salary grade PO2/5, and
- (3) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

#### **SERVICE DEVELOPMENTS - CHILD PROTECTION AND LOOKED AFTER AND ACCOMMODATED CHILDREN**

16. There was submitted a report (docketed) dated 6 May 2004 by the Director of Social Work seeking approval of service developments in respect of Child Protection and Children who are Looked After and Accommodated (1) outlining the background to a number of policy developments, Scottish Executive initiatives and local priorities which have shaped the provision of Children's Services in North Lanarkshire, and (2) proposing a number of changes to the staffing structure of the Children and Families Section in order that the Council can meet its responsibilities in terms of Child Protection and Children who are Looked After and Accommodated.

**Decided:**

- (1) that the Committee, for its interest, approve the deletion of one post of Senior Child Care Officer (Addictions) at salary grade PO2;
  - (2) that the Committee, for its interest, agree the creation of one post of Service Manager Child Protection at salary grade PO11;
  - (3) that the Committee, for its interest, approve the creation of one post of Service Co-ordinator (Children and Families) at salary grade PO8, and
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- (4) that the report be remitted to the Policy and Resources Committee and the Policy and Resources (Personnel) Sub-Committee for consideration.

**BUDGET MONITORING REPORT FOR THE SOCIAL WORK DEPARTMENT AND SHELTERED EMPLOYMENT - 1 APRIL 2003 TO 31 MARCH 2004 - PROVISIONAL OUTTURN REPORT**

17. There were submitted reports dated 20 May 2004 by the Director of Social Work detailing the provisional outturn expenditure for financial year 2003/2004 for the Department of Social Work and Sheltered Employment providing a comparison of actual expenditure and income with approved budget and explanations of the more significant variances.

**Decided:** that the provisional outturn variances for the Social Work Department and Sheltered Employment for 2003/2004 be noted.

**COMPOSITE CAPITAL PROGRAMME 2003/2004 - MONITORING REPORT FOR THE SOCIAL WORK DEPARTMENT - 1 APRIL 2003 TO 31 MARCH 2004**

18. There was submitted a report (docketed) dated 4 May 2004 by the Director of Social Work (1) detailing the progress made in individual projects contained within the Capital Programme for the Department of Social Work for financial year 2003/2004, and (2) providing a comparison of expenditure against the approved budget as detailed in Appendix 1 to the report.

Councillor H. McGuigan, Convener, advised that he would be meeting with the Director of Social Work and the Head of Design Services to ensure that the Social Work Capital Programme for 2004/2005 and future years would be fully implemented.

**Decided:** that the progress of the Capital Programme for the Department of Social Work for financial year 2003/2004 be noted.

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

19. 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 8 April 2004 by the Director of Social Work regarding the progress of the implementation of the recommendations of the Member/Officer Group (1) outlining the background to the implementation of the recommendations of the Member/Officer Group which were being progressed by the Day Opportunities Implementation Group; (2) proposing a number of changes to the staffing structure which would allow a more accountable structure for service delivery and staff support; (3) detailing in Table 1 of the report, the existing staffing structure; (4) setting out in Table 2 of the report, the proposed staffing structure for the provision of day services, and (5) proposing a number of service developments as detailed in Section 3.7 of the report.

**Decided:**

- (1) that the service developments detailed within Section 3.7 of the report be approved;
- (2) that the Committee, for its interest, approve the staffing implications detailed within the report;

- (3) that the change in the conditions of service as detailed in Section 3.4 of the report including the provision of a 7.5% irregular hours working allowance and a weekend enhancement for the staff groups identified be approved, and
- (4) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

#### **A HOME FOR THE FUTURE - NEXT STEPS**

20. With reference to paragraph 7 of the Minute of the meeting of this Committee held on 21 November 2000 when, *inter alia*, the Director of Social Work was requested to submit reports to future meetings of the Committee detailing the progress of the implementation of the recommendations of A Home for the Future Member/Officer Working Group, there was submitted a report (docketed) dated 28 April 2004 by the Director of Social Work regarding the Council's provision of Residential Care Homes for Older People (1) outlining the background to the review of the Council's 10 Residential Care Homes; (2) detailing a number of policy developments which have taken place since the review was carried out in terms of National Standards, Capacity and Housing Developments, and (3) intimating that following assessment 6, of the Council's 10 Care Homes for Older People may not meet national standards by 2007.

**Decided:**

- (1) that the potential impact of the national standards for the Council's 10 Residential Care Homes be noted;
- (2) that the Director of Social Work submit a further report to a future meeting of the Committee on the future plans for the Council's provision of Residential Care, and
- (3) that the report be remitted to the Housing and Technical Services Committee for information.

#### **CONFERENCES**

21. There was submitted a report (docketed) dated 14 May 2004 by the Director of Administration advising that 32 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>
Challenging Values	Crieff	12-14 May 2004	Councillors Lunny, H. McGuigan and Sullivan
Adoption 2004 - Intercountry Perspectives	Stirling	12 May 2004	Councillor Homer

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

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<b>Conference</b>	<b>Venue</b>	<b>Date</b>	<b>Attendance</b>
Sharing Information or Breaching Confidentiality	Dundee	4 June 2004	2 Members
Tackling Youth Crime in Scotland: Partnerships for Prevention	Edinburgh	8 June 2004	1 Member
Community Mental Health Teams - Leading from the Heart of the System	Leicester	18 June 2004	2 Members
Restorative Justice at the Coalface: Working with Victims, Offenders and Stakeholders	Newcastle-upon-Tyne	23-24 June 2004	2 Members
Managing Partnerships in Health and Social Care	Birmingham	8 July 2004	1 Member

and

(3) that otherwise no attendance be authorised.