

Motherwell, 26 August 2004 at 11 am.

A Meeting of the **SOCIAL WORK COMMITTEE**

PRESENT

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

CHAIR

Councillor H. McGuigan (Convener) presided.

IN ATTENDANCE

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

APOLOGIES

Councillors M. Clark, J. Coyle, Lafferty, Lyle, McAuley, McCabe, McCulloch and J. McGuigan.

PRESENTATION - CHILD PROTECTION IN NORTH LANARKSHIRE

1. The Head of Social Work Services provided a presentation on the provision of Child Protection Services in North Lanarkshire and advised:-
 - of the Council's responsibility in safeguarding children
 - the lessons to be learned from various Inquiries
 - of the implications of the outcome of Inquiries for the Committee and the Council as a whole
 - that Local Authorities have a statutory duty to safeguard and promote the welfare of children in need in their area and to investigate the circumstances of children considered to be at risk from harm
 - of a number of cases where children had been killed by their carers
 - that, following the death of Maria Caldwell in January 1973, the Children Act 1975 was introduced and Child Protection Committees were established
 - of the Child Protection Audit and Review carried out in November 2002 and the three year reform programme
 - of the progress of the implementation of the framework for the Standards Children's Charter
 - of the steps being undertaken in North Lanarkshire in respect of safeguarding children
 - of the composition of the North Lanarkshire Child Protection Committee
 - of the number of children on the Child Protection Register on an area office basis

After responding to Members' questions the Convener thanked the Head of Social Work Services for her informative presentation.

Decided: that the terms of the presentation be noted.

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 10 August 2004 and the Social Work (Planning and Administration) Sub-Committee held on 12 August 2004.

Decided: that the terms of the Minutes be approved.

HOME SUPPORT SERVICE - ANNUAL REPORT 2003/2004

3. There was submitted a report dated 4 August 2004 by the Director of Social Work (1) advising of the publication of the first Annual Report of North Lanarkshire Council's Home Support Service; (2) outlining the background to the home support service; (3) indicating that the Annual Report highlights the changing patterns of the service and represents one method of publishing service information; (4) outlining the profile of the service and its objectives, and highlighting performance, operational costs and service developments over the past year, and planned future developments, and (5) recommending that the Annual Report be converted into leaflet form and made available to service users, carers and other stakeholders.

Decided:

- (1) that the first Annual Report of North Lanarkshire Council's Home Support Service 2003/2004, be noted;
- (2) that the Annual Report be converted into leaflet form and both documents be made available to service users, carers and other stakeholders, and
- (3) that the contents of the report be otherwise noted.

CHILD PROTECTION: JOINT STATEMENT OF ASSURANCE: NORTH LANARKSHIRE RESPONSE

4. With reference to paragraph 27 of the Minute of the meeting of the Policy and Resources Committee held on 15 June 2004 when, *inter alia*, a report dated 15 June 2004 by the Chief Executive regarding the North Lanarkshire Joint Statement of Assurance in respect of Child Protection was noted and referred to this Committee for information, there was submitted the said report thereon.

Decided: that the terms of the report be noted.

VALUE FOR MONEY - GRANTS TO COMMUNITY ORGANISATIONS

5. With reference to paragraph 35 of the Minute of the meeting of the Policy and Resources Committee held on 15 June 2004 when a report dated 9 June 2004 by the Chief Executive advising of the progress of the Value for Money Working Group was noted and referred to this Committee for information, there was submitted the said report thereon.

Decided: that the terms of the report be noted.

TO BE REFERRED FROM THE MEETING OF THE HOUSING AND TECHNICAL SERVICES COMMITTEE HELD ON 2 SEPTEMBER 2004 - SUPPORTING PEOPLE SERVICE REVIEWS

6. With reference to paragraph 7 of the Minute of the meeting of the Housing and Technical Services Committee of 2 September 2004 when a report dated 2 August 2004 by the Director of Housing and Property Services setting out proposals for the review of the Council's provision of Supporting People Services in North Lanarkshire were approved and referred to this Committee for information, there was submitted the said report thereon.

Decided: that the terms of the report be noted.

SECTION 10 GRANTS

7. There was submitted a report (docketed) dated 16 August 2004 by the Director of Social Work regarding applications received from voluntary organisations requesting funding for the 2004/2005 financial year under Section 10 of the Social Work (Scotland) Act 1968 (1) providing details of seven applications received for funding; (2) setting out in Appendix 1 to the report an assessment of each application and the recommended level of grant; (3) indicating that the review of the formal funding agreements for organisations in receipt of funding of £10,000 and above have been completed, and (4) enclosing in Appendix 2 to the report details of issues arising from the review.

Decided:

- (1) that the outcome of the review of formal funding agreements for projects/organisations in receipt of £10,000 and above be noted;
- (2) that a report be submitted to a future meeting of the Committee relating to a proposed increased in grant level in line with national pay settlements for projects solely funded through Section 10 grants;
- (3) that the recommendations for the provision of Section 10 funding of £1,000 to Scottish Care and Information on Miscarriage, £700 to Monklands Mental Health Issues Group and £40,000 to VAMW Training Limited as detailed in Appendix 1, Section 1A be approved;
- (4) that the applications from Counselling and Benefits in Action, Scottish Women's Aid and Beulah Scotland be rejected and consideration of the application from Monklands Association for Voluntary Services as detailed in Appendix 1 Section 1B be continued to a future meeting of the Committee, and
- (5) that consideration of grant support for adaptations to premises in respect of the Disability Discrimination Act as detailed in the report be referred to the Housing and Technical Services and Planning and Environment Committees for consideration.

NORTH LANARKSHIRE STRATEGY FOR CARERS : PROGRESS REPORT ON KEY DEVELOPMENTS AND THE USE OF CARER DEVELOPMENT FUNDING

8. With reference to paragraph 4 of the Minute of the meeting of this Committee held on 11 March 2004 when, *inter alia*, the allocation of funding to carer organisations was approved, there was submitted a report (docketed) dated 16 August 2004 by Director of Social Work seeking approval to provide funding for services to carer organisations in North Lanarkshire (1) setting out in Table 1 of the report a number of additional projects identified by the Carers Strategy Implementation Group for funding for 2004/2005; (2) intimating that the process for agreeing the use of carer development funding had been reviewed and that the funding Sub-Group of the Carers Strategy Implementation Group would consider all applications for funding and report to the Implementation Group who would provide

recommendations to the Social Work Committee, and (3) providing an update on the work undertaken in respect of Information for Carers, the Strategy for Carers in North Lanarkshire, an Evaluation of the Work of the Carer Strategy Implementation Group and the Monklands Hospital Carers Co-ordinator.

Decided:

- (1) that the allocation of funding to the Carer Organisations identified in Table 1 of the report, be approved;
- (2) that the Director of Social Work submit further reports to future meetings of the Committee in relation to the development of services and use of development funds, and
- (3) that the terms of the report be otherwise noted.

SCRUTINY PANEL - STRATEGY AND POLICY IMPLEMENTATION : REPORT ON RENT ARREARS, HOMELESSNESS AND EVICTIONS POLICY

9. With reference to paragraph 38 of the Minute of the meeting of the Policy and Resources Committee held on 15 June 2004 when a report dated 8 June 2004 by the Director of Administration advising of the recommendations of the Review Group on Rent Arrears, Homelessness and Evictions Policy was remitted to this Committee for consideration; there was submitted the said report thereon.

Decided: that the recommendation of the Review Group on Rent Arrears, Homelessness and Evictions Policy in respect of the Social Work Department, be approved.

SUPPORT AND ADVICE SERVICES FOR PEOPLE WHO HAVE HAD A LARYNGECTOMY AND OTHER CANCER RELATED DISABILITIES

10. There was submitted a report (docketed) dated 12 August 2004 by the Director of Social Work advising of the provision of support and advice for people who have had a laryngectomy following cancer of the larynx and other cancer related disabilities (1) intimating that a report by Macmillan Cancer Relief highlighted that in Scotland 64% of people with terminal cancer did not claim benefits which they were entitled to; (2) advising that those individuals who had a laryngectomy following a diagnosis of cancer of the larynx had been identified as having a particular difficulty in accessing benefits; (3) intimating that the Social Work Department provided benefits advice and support to claimants across North Lanarkshire and that in 2003/2004 £4.5m of benefits were accessed as a direct result of this service; (4) recommending that in order to heighten awareness of entitlement to benefits amongst NHS staff, the report be remitted to the North Lanarkshire Health and Care Partnership, and (5) proposing that the report be remitted to the Scrutiny Panel - Strategy and Policy Implementation's Review Group on Information and Advice Services to ensure that the needs of people with cancer are recognised and promoted.

Decided:

- (1) that the national position in relation to the uptake of benefit claims for people with cancer, be noted;
 - (2) that the report be remitted to the Scrutiny Panel - Strategy and Policy Implementation Review Group on Information and Advice Services for consideration;
 - (3) that the report be remitted to North Lanarkshire Health and Care Partnership for consideration, and
 - (4) that the terms of the report be otherwise noted.
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SOCIAL WORK (COMPLAINTS REVIEW) SUB-COMMITTEE

11. **C** With reference to paragraph 6 of the Minute of the meeting of this Committee held on 22 August 2002 when, *inter alia*, the Director of Administration was authorised to seek nominations for appointment to the Council of suitably qualified persons for membership of the Social Work (Complaints Review) Sub-Committee and submit a further report to the Committee, there was submitted a report dated 28 July 2004 by the Director of Administration seeking approval to appoint a further three independent members to the Social Work (Complaints Review) Sub-Committee (1) indicating that the Scottish Executive had issued further guidance to Local Authorities advising that the Beeson -v- Dorset County Council decision had been overturned by the Court of Appeal and it was considered that it was no longer necessary to impose a duty on Local Authorities to compose Social Work Complaints Review Panels entirely with independent members; (2) intimating that as the recruitment process had already started and the Council had only three independent persons from whom membership could be drawn, it was agreed to continue with the recruitment process; (3) providing details of the recruitment process and, (4) recommending that, following the interview process, Rev. James Grier, Mr. Duncan Gray and Rev. Kenneth Mayne be appointed to the Council's Social Work (Complaints Review) Sub-Committee.

Decided: that, subject to statutory checks, the Committee approve the appointment of Rev. James Grier, Mr. Duncan Gray and Rev. Kenneth Mayne to the Social Work (Complaints Review) Sub-Committee.

DEVELOPMENT OF A MENTAL HEALTH AND FINANCIAL INCLUSION DEMONSTRATION PROJECT

12. There was submitted a report (docketed) dated 16 August 2004 by the Director of Social Work advising of an invitation received from the Scottish Executive to develop a national demonstration project to explore and develop individual delivery mechanisms for those specific vulnerable groups who cannot or do not access financial advice and support through normal routes (1) intimating that following a study to consider how money and debt advice services could be better targeted, North Lanarkshire Council had been identified to pilot a demonstration project; (2) intimating that in order to achieve the objectives of the demonstration project, the Council would have to (a) ensure access to services through providing an integrated approach aligning welfare and money rights services; (b) work with new and aligned advice services to ensure that they were mental health aware; (c) make positive links between employability and financial advice, and (d) ensure that service users were effectively involved at all levels within the initiative; (4) intimating that the Scottish Executive had informed the Council of their intention to involve the Scottish Association for Mental Health (SAMH) as co-partner in managing the demonstration project as a condition of funding; (5) proposing that a demonstration project team be established to promote, drive and assist the work of producing integrated aligned and effective welfare rights and money advice services; (6) advising that the Scottish Executive had committed up to £400,000 for the two year project with no financial implication for the Council, and (7) recommending that the Council enter into a negotiated contract with the SAMH to manage the project.

Decided:

- (1) that the proposals for a demonstration project in relation to identified need and the existing provision of advice services in the area as outlined in the invitation from the Scottish Executive, as detailed in the report, be approved;
- (2) that the establishment of a Demonstration Project Team as detailed in the report for a fixed term of three years, be approved;
- (3) that the Director of Social Work be authorised to enter into a negotiated tender with the Scottish Association for Mental Health to manage the Demonstration Project;

- (4) that the Director of Social Work ensure that any relevant issues emanating from the Demonstration Project are linked into the Council's Review of Information and Advice Services, and
- (5) that the Director of Social Work submit further reports to future meetings of the Committee on the development and implementation of the Project.

CREATION OF INDEPENDENT SUPPORT ARRANGEMENTS FOR SELF DIRECTED SERVICES IN NORTH LANARKSHIRE

13. With reference to paragraph 7 of the Minute of the meeting of the Social Work (Planning and Administration) Sub-Committee held on 26 February 2004 when the progress of Self Directed Services within the North Lanarkshire Support Service was noted, there was submitted a report (docketed) dated 26 July 2004 by the Director of Social Work providing an update on the establishment of an Independent North Lanarkshire Support Service (1) outlining the background to the service; (2) providing details of key tasks undertaken by the Temporary Senior Development Officer; (3) indicating that a North Lanarkshire Self Directed Service Support Organisation had been formed in June 2004; (4) indicating that adequate staffing arrangements had been put in place to manage the service, and (5) proposing an allocation of £73,732 per annum to fund the service.

Decided:

- (1) that the creation of the North Lanarkshire Self Directed Service Support Organisation, be noted, and
- (2) that the allocation of £73,732 on a recurring basis for the cost of the service, be approved.

ADDICTION SERVICES - SERVICE DEVELOPMENTS

14. There was submitted a report (docketed) dated 16 August 2004 regarding the management and development arrangements for the provision of addiction services in North Lanarkshire (1) outlining the background to a number of Scottish Executive initiatives and high profile cases which had strengthened the need to ensure that the services in the addiction services field are better integrated and co-ordinated; (2) advising that the Council required to (a) develop services for people with drug and alcohol problems, and (b) progress a number of areas jointly with NHS colleagues to ensure compliance with the programme for integrated work in line with the demands of the joint future arrangements; (3) setting out details of a number of service delivery priorities in respect of the provision of addiction services, and (4) recommending, in order to meet the demands on the service, the creation of one post of Service Co-ordinator at salary grade PO8 and the deletion of the vacant Co-ordinator Addictions post graded at PO5.

Decided:

- (1) that the Committee, for its interest, approve the deletion of the post of Co-ordinator Addictions;
- (2) that the Committee, for its interest, approve the creation of one post of Service Co-ordinator at salary grade PO8, and
- (3) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

DEVELOPMENT OF LANARKSHIRE E-CARE INFORMATION SHARING PROJECT IN CHILD PROTECTION

15. With reference to paragraph 24 of the Minute of the meeting of this Committee held on 11 March 2004 when, *inter alia*, the developments to achieve electronic information sharing for children's services in North Lanarkshire were noted, there was submitted a report (docketed) dated 12 August 2004 by the Director of Social Work (1) seeking approval to utilise additional Scottish Executive resources for an electronic information sharing project in respect of child protection with appropriate partners in Lanarkshire; (2) providing details of (a) the progress which has been made to date, and (b) the considerable amount of work which still required to be undertaken; (4) setting out details of the areas in which the funding of £195,000 would be utilised for this financial year, and (5) recommending, subject to Scottish Executive funding, the creation of three additional temporary IT Support Worker posts at salary grade AP3, one of which would be based in the Department of Education.

Decided:

- (1) that the Committee, for its interest, approve the creation of three temporary IT Support Worker posts at salary grade AP3, subject to the confirmation of additional funding from the Scottish Executive, and
- (2) that the report be remitted to the Education Committee and Policy and Resources (Personnel) Sub-Committee for consideration.

BUDGET MONITORING REPORT FOR THE SOCIAL WORK DEPARTMENT - 1 APRIL TO 23 JULY 2004

16. There was submitted a report dated 12 August 2004 by the Director of Social Work advising of departmental spending levels for the Department of Social Work for the period from 1 April to 23 July 2004 and providing a comparison with approved budget.

Decided: that the terms of the report be noted.

COMPOSITE CAPITAL PROGRAMME 2004/2005 MONITORING REPORT FOR THE SOCIAL WORK DEPARTMENT - 1 APRIL TO 23 JULY 2004

17. There was submitted a report (docketed) dated 18 August 2004 by the Director of Social Work (1) detailing progress made in individual projects contained within the Capital Programme for the Department of Social Work as at 23 July 2004; (2) providing a comparison of expenditure against approved budget as detailed in Appendix 1 to the report; (3) intimating that, due to delays in the programme to refurbish the Children's Units in North Lanarkshire, £500,000 would be shown under corporate re-alignments details of which are contained within Appendix 1 to the report; (4) advising that following the fire at Rosepark Care Home, the National Fire Authorities were inspecting all residential care establishments in Scotland on behalf of the Scottish Executive and Care Commission; (5) indicating that a programme of works would be required to ensure that all the Council's Social Work properties complied with Fire Safety Regulations, details of which were attached at Appendix 2 with the estimated cost of the works being approximately £350,000; (6) advising that, in line with the corporate accommodation strategy, the Social Work Department would be moving its offices from Carron House to Bron Way, Cumbernauld in 31 March 2005, and (7) indicating that, in order to facilitate the move, additional resources for construction costs of between £800,000 and £900,000 excluding costs associated with IT installations and professional fees were required.

Decided:

- (1) that the progress of the Capital Programme for the Department of Social Work as at 23 July 2004 be noted;
- (2) that the budget re-alignments for the refurbishment of Children's Homes in North Lanarkshire amounting to £500,000 as detailed in Appendix 1 to the report, be approved;
- (3) that the submission to the mid year review of a request for additional funding of £350,000 to ensure that all Social Work Department premises comply with fire safety standards, be approved;
- (4) that the submission to the mid year review of a request for additional funding of £900,000 to facilitate the move of the Cumbernauld Area Office from Carron House to Bron Way in Cumbernauld, be approved, and
- (5) that the report be remitted to the Policy and Resources Committee for consideration.

Councillor M. Murray being the mover of an amendment which failed to find a seconder, requested that her dissent be recorded.

SOCIAL WORK SERVICE IMPROVEMENT PLAN 2002-2005 - QUARTERLY MONITORING REPORT

18. There was submitted a report (docketed) dated 12 August 2004 by the Director of Social Work advising of the implementation of the Social Work Service Improvement Plan for 2002/2005 and setting out in the Appendix to the report details of the progress of the key strategic development tasks identified therein.

Decided: that the progress of the key strategic development tasks as detailed in the Appendix to the report, be noted.

GENERAL DEBTORS BAD DEBT WRITE-OFFS

19. There was submitted a report dated 5 August 2004 by the Director of Social Work seeking approval to write off external debts which have been deemed uncollectable (1) intimating that whilst every effort had been made to collect all debts there was always a small element of debt which proved to be uncollectable; (2) detailing a number of steps which had been undertaken to improve collection rates, reduce debts arising and to streamline the recovery process; (3) intimating that the Director of Finance under his delegated authority had written off £49,898.71 in uncollectable debt under £250, and (4) seeking authority to write off debts of £44,117.67 over the value of £250.

Decided:

- (1) that it be noted that the Director of Finance had written off debts under £250 amounting to £49,898.71;
- (2) that debts over £250 to the value of £44,117.67 be written off, and
- (3) that the report be remitted to Policy and Resources (Finance) Sub-Committee for consideration.

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 16 August 2004 by the Director of Social Work detailing 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 12 August 2004 by the Director of Social Work regarding the progress of the implementation of the Member/Officer Working Group recommendations to date (a) setting out the budgetary provision for equipment, minor adaptations and major adaptations; (b) intimating that the current budget for equipment and minor adaptations had been uplifted by additional non-recurring resources of £161,000, and (c) providing details of the current demands on the service; (d) intimating that an additional 43 people were placed on the waiting list each day which currently stood at 955 people, and (e) recommending, in order to clear the waiting list and maintain throughput of current and new work, the creation of three temporary posts of Store Operative/Driver at salary grade GS1/2 and two temporary posts of Technician at salary grade AP1.

Decided:

- (1) that the additional level of demand on the provision of equipment and adaptations and the joint equipment service, be noted;
- (2) that the additional non-recurring funding of £161,000 for 2004/2005, be noted;
- (3) that the Committee for its interest approve the creation of three temporary posts of Store Operative/Driver at salary grade GS1/2 and two temporary posts of Technician at salary grade AP1, be approved, and
- (4) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

CONFERENCES

22. There was submitted a report dated 6 August 2004 by the Director of Administration advising that thirty five 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
Managing Partnerships in Health and Social Care	Birmingham	8 July 2004	Councillor J. McGuigan
People, Values in Action: Values-Based Practice in Mental Health Services	London	13 July 2004	Councillor D. Fagan
Accessibility Conference: How to Meet Your Responsibilities Under the Disability Discrimination Act Part III	Edinburgh	28 July 2004	Councillor Saunders
Revisiting the Vision: Services and Polices for Young Children in the European Union	Glasgow	20 August 2004	Councillor P. Sullivan

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

Conference	Venue	Date	Attendance
Moving Forward: Race Equality and Reality in Health and Social Care	London	14 September 2004	One Member
NESCPC National Conference : Dangerous Adults/ Vulnerable Children	Aberdeen	16 September 2004	Two Members
Restorative Justice and Young People: Supporting Victims, Improving Behaviour, Reducing Re-offending and Tackling Crime	London	21 September 2004	One Member
Health Development Agency Conference 2004: Mainstreaming Action on Health Inequalities Linking Evidence, Policy and Practice	London	23-24 September 2004	One Member
Assertive Outreach: Developing Better Services for Local People	Leeds	24 September 2004	One Member

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Conference	Venue	Date	Attendance
2004 Annual Supporting People Conference	Perth	30 September 2003	Two Members
Young People and Self-Harm	Glasgow	30 September 2004	Two Members
Through the Gateway - First Steps	Peebles	30 September to 1 October 2004	One Member
Care Commission Forum	Edinburgh	13 October 2004	One Member
Child Protection Conference - Information Sharing - What Have we Learned from Inquiries	Dundee	27 October 2004	Two Members

and

- (3) that otherwise no attendance be authorised.