

Motherwell, 28 October 2004 at 11 am.

A Meeting of the **SOCIAL WORK COMMITTEE**

PRESENT

Councillor H. McGuigan, Convener; Councillors Nolan and Sullivan, Vice-Conveners; Councillors Burrows, Chadha, M. Clark, J. Coyle, Devine, Fagan, Gemmell, Gordon, Gormill, Homer, Irvine, Lunny, Lyle, McAuley, McCulloch, J. McGuigan, McLaughlin, J. Martin, M. Murray, Saunders 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 Services, Senior Accountant and Private Sector Manager, Department of Housing and Property Services.

APOLOGIES

Councillors Gorman, McCabe, McCallum, McElroy and Selfridge.

MINUTES OF MEETINGS OF SUB-COMMITTEES

1. There were submitted the Minutes of the meetings of the Social Work (Operations and Services) Sub-Committee held on 5 October 2004 and the Social Work (Planning and Administration) Sub-Committee held on 7 October 2004.

Decided: that the terms of the Minutes be approved.

**REMIT FROM THE HOUSING AND TECHNICAL SERVICES COMMITTEE OF 2 SEPTEMBER 2004
FUNDING FOR DISABLED ADAPTATIONS IN PRIVATE SECTOR HOUSING**

2. With reference to paragraph 28 of the Minute of the meeting of the Housing and Technical Services Committee held on 2 September 2004 when, inter alia, a report dated 9 August 2004 by the Director of Housing and Property Services setting out proposals for the enhancements to the Disabled Adaptations Improvement Grant Budget in order to provide top-up grants 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.

**CHOOSE LIFE: A NATIONAL STRATEGY AND ACTION PLAN TO PREVENT SUICIDE IN
SCOTLAND**

3. With reference to paragraph 12 of the Minute of the meeting of this Committee held on 15 January 2004 when, inter alia, (1) the North Lanarkshire Draft Action Plan - Choose Life: A National Strategy and Action Plan to Prevent Suicide in Scotland was approved, and (2) the Director of Social Work was authorised to submit further reports to future meetings of the Committee on the progress of the implementation of the recommendations of the Action Plan, there was submitted a report (docketed)

dated 13 September 2004 by the Director of Social Work regarding the progress of the implementation of the Action Plan (a) intimating that a training plan has been developed to assist both professionals and members of communities to increase their confidence and competence in supporting people at risk of suicide; (b) advising that a communication and information strategy has been developed to raise awareness of issues surrounding suicide and suicide prevention; (c) enclosing a copy of the North Lanarkshire Council: Suicide Prevention Choose Life Newsletter, and (d) intimating that research had been carried out to identify priority groups for action.

Decided:

- (1) that the terms of the report be noted, and
- (2) that the Director of Social Work submit further reports to future meetings of the Committee on the progress of the implementation of the recommendations of the Action Plan.

BEST VALUE REVIEW OF INDEPENDENT LIVING SERVICES

4. With reference to paragraph 15 of the Minute of the meeting of this Committee held on 11 March 2004 when, *inter alia*, (1) the findings and recommendations of the Best Value Review of Independent Living Services in North Lanarkshire were approved, and (2) the Director of Social Work was authorised to submit further reports to future meetings of the Committee on the implementation of the recommendations of the review and proposals for the use of funding available to implement service developments, there was submitted a report (docketed) dated September 2004 by the Director of Social Work (a) advising that a Strategy Implementation Group had been established to implement, monitor and evaluate the recommendations; (b) detailing the composition of the Strategy Implementation Group; (c) outlining a number of initiatives which highlighted the role of local authorities in progressing opportunities for disabled people; (d) summarising the progress made in respect of day services, brain injury services, assisting carers, services to people with sensory impairments, assessment and care management, equipment and adaptations, housing accommodation and physical environment, access, lifestyle leisure and lifelong learning and health, and (e) intimating that work was ongoing to prioritise the use of the £250,000 of funding available to support the initial implementation of the recommendations.

Decided:

- (1) that the implementation of the findings and recommendations of the Best Value Review of Independent Living Services in North Lanarkshire be noted, and
- (2) that the Director of Social Work submit further reports to future meetings of the Committee on the implementation of the recommendations of the review and proposals for the use of funding available to implement service developments.

ALEXANDER RESOURCE CENTRE, COATBRIDGE

5. With reference to paragraph 20 of the Minute of the meeting of this Committee held on 15 January 2004 when, *inter alia*, it was agreed that the Director of Social Work submit a further report to a future meeting of the Committee in relation to any proposals for changes in the services provided from Alexander Resource Centre, Coatbridge, there was submitted a report (docketed) dated 11 October 2004 by the Director of Social Work regarding the proposed closure and transfer of services from the Alexander Resource Centre, Coatbridge (1) outlining the background to the lease arrangements and the services currently provided from the Resource Centre; (2) providing details of the steps being undertaken to relocate the services currently provided at the Resource Centre; (3) intimating that a Working Group had been set up to assess the needs of the service users, carers and voluntary groups who currently use the premises and to identify alternative accommodation, and (4) intimating that the personnel implications in relation to the relocation of services was currently the subject of

consultation with the trade unions and that initial discussions had taken place between the Community Services and Social Work Departments in relation to the services provided by the Community Services Department.

Decided:

- (1) that the approach taken by the Director of Social Work in relocating the services based at Alexander Resources Centre, Coatbridge be endorsed;
- (2) that the report be remitted to the Community Services Committee for information, and
- (3) that the terms of the report be otherwise noted.

REGISTRATION OF SOCIAL SERVICES WORKFORCE

6. There was submitted a report dated 28 September 2004 by the Director of Social Work providing an update on the process for the registration of the social services workforce (1) intimating that staff who did not register or who did not meet registration requirements would be unable to remain in practice after the due date for registration; (2) indicating that the registration for the first group of staff who already hold a social work qualification was scheduled to commence in October 2004; (3) advising that members of the Scottish Social Services Council would carry out a series of staff briefings; (4) intimating that whilst the first stage of the registration process costs could be met from the departmental budget, the ongoing training costs for wider groups of staff who would require to register in later phases of the process would need to be built in to the training budget for the department, and (5) advising that individual members of staff would require to meet the cost of the registration.

Decided:

- (1) that the offer of briefings from the Social Services Council for staff who are eligible for registration be accepted;
- (2) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for information, and
- (3) that the terms of the report be otherwise noted.

SECTION 10 GRANTS

7. There was submitted a report (docketed) dated 17 September 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 two applications received for funding from North Lanarkshire Forum on Disability and Lanarkshire Muslim Welfare Society; (2) setting out in Appendix 1 to the report an assessment of each application and the recommended level of grant, and (3) intimating that as part of the Council's Race Equality Scheme and Action Plan, the Council had organised two grant funding workshops in conjunction with the black and ethnic minority infrastructure in Scotland which focussed on grant funding available through the Council and funding available from external sources such as the Big Lottery, Lloyds TSB and BBC Children in Need.

Decided:

- (1) that the recommendations for the provision of Section 10 funding of £8,000 to North Lanarkshire Disability Forum and £10,000 to Lanarkshire Muslim Welfare Society as detailed in Appendix 1 to the report be approved, and

- (2) that the organisation and delivery of funding workshops for black and ethnic minority voluntary organisations be noted.

SOCIAL WORK WITHIN NORTH LANARKSHIRE SCHOOLS - ROLL-OUT OF THE INTEGRATED SCHOOLS APPROACH

8. With reference to paragraph 2 of the Minute of the meeting of the Education Committee held on 10 June 2003 when, *inter alia*, the Strategic Plan for the roll-out of the New Community School approach in all schools in North Lanarkshire in 2003/06 and the Personnel Plan were approved, there was submitted a report (docketed) dated 10 September 2004 by the Director of Social Work regarding the Social Work Department's role in the roll-out of the integrated schools approach (1) outlining the background to the integrated schools approach initiative; (2) recommending that the four temporary Groupworker posts be established on a permanent basis and added to the Social Work Department Staffing Establishment; (3) proposing the establishment of an additional eight Groupworker posts within the Social Work Department establishment, and (4) intimating that the funding for the posts would be allocated from Scottish Executive monies contained within the Education Department budget.

Decided:

- (1) that the Social Work Department's role in the roll-out of the integrated schools approach be noted;
- (2) that the Committee, for its interest, approve the establishment of the four temporary posts of Groupworker on a permanent basis;
- (3) that the Committee, for its interest, approve, the establishment of eight Groupworker posts at salary grade APIV/V/QSW to be added to the Social Work Department Staffing Establishment;
- (4) that the report be remitted to the Education Committee for consideration, and
- (5) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

CONTRACTS - ACCEPTANCE OF TENDERS

9. There were submitted reports by the Director of Housing and Property Services (1) providing details of tenders received for two contracts, and (2) advising that, following consultation with the Convener, the Director of Administration had authorised the acceptance of tenders for each of the projects, detailed below:-
- (a) the lowest tender for the refurbishment of The Day Centre at Cecil Street, Coatbridge after checking, being that submitted by Clark Contracts Limited, Paisley, in the sum of £712,077.72, and
- (b) the lowest tender for the alterations to the Social Work Offices at 122-126 Bank Street, Coatbridge, after checking, being that submitted by John Buchanan Shop Fitters Limited, Motherwell in the sum of £117,730.54.

- Decided:** that the action taken by the Director of Administration following consultation with the Convener in accepting each of the tenders as detailed in the reports be noted.

BETTER INFORMATION ABOUT MENTAL HEALTH

10. With reference to paragraph 21 of the Minute of the meeting of this Committee held on 15 January 2004 when Service Developments for services to people with mental health problems were approved, there was submitted a report (docketed) dated 29 September 2004 by the Director of Social Work seeking approval to negotiate a contract with the Scottish Association for Mental Health to provide a Mental Health Information Service (1) intimating that a Mental Health Stakeholder event highlighted a gap in the provision of information about mental health to service users and carers; (2) indicating that the Council and NHS Lanarkshire had agreed jointly to fund and develop an information service; (3) informing that in order to give an opportunity for all local Mental Health organisations to be considered, an advert was placed in local newspapers seeking expressions of interest; (4) detailing proposals submitted by three organisations who had expressed an interest; (5) providing details of the criteria against which each bid would be assessed; (6) advising that the Council would provide £30,000 of funding per annum with NHS Lanarkshire providing £15,000 per annum, and (7) recommending that the negotiations be opened with the Scottish Association for Mental Health to provide a Mental Health Information Service for a three year period.

Decided:

- (1) that the Director of Social Work be authorised to negotiate a contract with the Scottish Association for Mental Health to provide a Mental Health Information Service in North Lanarkshire for a three year period, and
- (2) that the Director of Social Work submit a further report to a future meeting of the Committee advising of the outcome of the negotiations.

JOINT COMMUNITY CARE PLAN 2004/2005 - 2007/2008

11. There was submitted a report (docketed) dated 28 September 2004 seeking approval of the publication of the final version of the Joint Community Care Plan 2004/2005 - 2007/2008 (1) setting out details of the outcome of the consultation on the draft plan, and (2) proposing that 2,000 copies of the Joint Community Care Plan and 6,000 copies of the Summary Plan be printed and distributed at a total cost of £14,000 to be shared equally between the Council and NHS Lanarkshire.

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Decided:

- (1) that the publication of the Joint Community Care Plan 2004/2005 - 2007/2008 be approved;
- (2) that the costs of printing and publishing the Joint Community Care Plan of £14,000 be shared equally between the Council and NHS Lanarkshire, and
- (3) that the report be remitted to the Education and Housing and Technical Services Committees for information.

BUDGET MONITORING REPORT FOR THE SOCIAL WORK DEPARTMENT - 1 APRIL TO 17 SEPTEMBER 2004

12. There was submitted a report dated 8 October 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 17 September 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 17 SEPTEMBER 2004

13. There was submitted a report (docketed) dated 4 October 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 17 September 2004, and (2) providing a comparison of expenditure against 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 17 September 2004 be noted.

COMPLAINTS STATUS REPORT - 1 APRIL 2003 TO 31 MARCH 2004

14. There was submitted a report (docketed) dated 9 September 2004 by the Director of Social Work regarding the performance of the Social Work Department in receiving, investigating and addressing formal complaints during the period from 1 April 2003 to 31 March 2004 (1) indicating that the number of complaints received represented 0.76% of the total number of service referrals; (2) intimating that the complaints procedure for the Department was being reviewed in tandem with the Corporate Best Value Review of complaints handling; (3) indicating that changes in the regulatory arrangements outlined in Regulation of Care (Scotland) Act 2001 continued to have an impact on existing guidance and directions relating to complaints handling, and (4) intimating in Appendix 1 to the report numbers, locations and nature of complaints which were addressed and the complaint outcomes.

Decided: that the terms of the report be noted.

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

15. 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 September 2004 by the Director of Social Work detailing the progress of the implementation of the recommendations to date.

Decided: that the terms of the report be noted.

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

16. 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 occupation therapy services and the provision of equipment and adaptations, and (2) requested that the Director of Social Work submit further reports to the Committee on the implementation of the recommendations, and as paragraph 21 of the Minute of the meeting of this Committee held on 26 August 2004 when, inter alia, the additional non-recurring funding of £161,000 for 2004/2005 was noted, there was submitted a report (docketed) dated 10 September 2004 by the Director of Social Work (a) intimating that Audit Scotland had published a report on community equipment and adaptation services which highlighted the increasing demands on the service nationally; (b) setting out the main findings of the Audit Scotland report, and the recommendations applicable to local authorities and the NHS; (c) setting out the budgetary provision for equipment, minor adaptations and major adaptations for the Departments of Social Work and Housing and Property Services, and (d) providing details on the current demands on the service and the budget provision.

Decided:

- (1) that the additional level of demand on the provision of equipment and adaptations and the joint equipment service be noted, and
- (2) that the Director of Social Work submit a further report to a future meeting of the Committee on the implementation of the Audit Scotland recommendations.

ANNUAL STAFF AWARDS

17. There was submitted a report (docketed) dated 16 September 2004 by the Director of Social Work regarding the Annual Social Work Staff Awards which took place on 14 September 2004 which recognised achievements by staff in the Department in relation to long service, retiral, qualifications and special achievements within the Department.

Decided: that the terms of the report be noted.

21ST CENTURY SOCIAL WORK - SCOTTISH EXECUTIVE REVIEW

18. There was submitted a report (docketed) dated 27 September 2004 by the Director of Social Work regarding the national review of Social Work, "21st Century Social Work" being undertaken by the Scottish Executive (1) outlining the background to the establishment of the review, and (2) setting out details of the composition and remit of the review group which had been set up to conduct the review.

Decided:

- (1) that the national review of Social Work being undertaken by the Scottish Executive be noted, and
- (2) that the contents of the report be otherwise noted.

CONFERENCES

19. There was submitted a report (docketed) dated 30 September 2004 by the Director of Administration advising that 15 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
Protecting Scotland's Children: Making Sure the Reform Programme Happens	Dundee	5 October 2004	Councillor M. Clark
The 5th Annual ACPO Youth Justice Conference – Engaging Young People for a Brighter Future	Liverpool	21-22 October 2004	Councillor J. Martin

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

Conference	Venue	Date	Attendance
Living with Complex Needs	Stirling	29 October 2004	1 Member
Fuel Poverty - The Rise and Fall	Dundee	3-4 November 2004	1 Member
Anti-Social Behaviour Research Perspectives and Policies in the UK	Glasgow	12 November 2004	2 Members
Acute Inpatient Mental Health Care	Cambridge	17 November 2004	1 Member
Seamless Services for Children with Disabilities	London	18 November 2004	1 Member
Sustainable Scotland 2004	Stirling	18-19 November 2004	2 Members
Scotland 2040: World Health Leader Lifelong Wealth and Prosperity	Edinburgh	22 November 2004	1 Member
Mental Health Reform in Scotland - A Brighter Future	Edinburgh	23 November 2004	1 Member
Primary Mental Health Care	Birmingham	30 November 2004	1 Member
Renewing Public Health - Renaissance and Responsibility	Newcastle	5-7 April 2005	Continued for further consideration
and			

(3) that otherwise no attendance be authorised.

The Convener being of the opinion that the following item of business was of an urgent nature, authorised its consideration to enable the necessary arrangements to be made.

PERFORMANCE MANAGEMENT FRAMEWORK/STATUTORY PERFORMANCE INDICATOR - ANNUAL REPORT 2003/2004

20. There was submitted a report (docketed) dated 22 October 2004 by the Director of Social Work regarding the Performance Management Framework and the Social Work Statutory Performance Indicators for the financial year 2003/2004 (1) outlining the background to the development of the arrangements for Performance Management reporting; (2) intimating that the Accounts Commission had set the Department of Social Work seventeen Statutory Performance Indicators; (3) detailing the five core elements on which the Performance Framework for the Department of Social Work was based, and (4) enclosing in Appendix 1 to the report, the Social Work Department Performance Indicators for 2003/2004.

Decided:

- (1) that the Director of Social Work submit a further report to a future meeting of the Committee detailing the current internal Performance Management and Reporting arrangements for the Department of Social Work;
- (2) that the bi-annual reporting of the Statutory Performance Indicators to the Social Work Committee, with effect from 2005 and the mid-year reporting in 2004 to the Social Work Sub-Committees be approved, and
- (3) that the terms of the report be otherwise noted.

It was agreed in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, that the public be excluded from the meeting for the following item on the grounds that the business involved the likely disclosure of exempt information as defined in paragraph 7 of Part 1 of Schedule 7A of the Act.

RESPONSE FROM THE SCOTTISH EXECUTIVE TO THE PREVIOUSLY REPORTED DEATH OF A LOOKED AFTER CHILD

21. There was submitted a report dated 28 October 2004 by the Director of Social Work advising of the Scottish Executive response to a previously reported death of a child who was looked after (1) detailing the background to the circumstances of the death; (2) advising that the Scottish Executive had made a number of recommendations for Social Work, Education and NHS partners, and (3) detailing a number of service developments which had been implemented within Lanarkshire.

Decided: that the terms of the report be noted.