

Motherwell, 27 October 2005 at 11 am.

A Meeting of the **SOCIAL WORK COMMITTEE**

PRESENT

Councillors Nolan and Sullivan, Vice-Conveners; Councillors Burrows, Chadha, J. Coyle, S. Coyle, Devine, Fagan, Gemmell, Gormill, Irvine, Lyle, McAuley, McCulloch, J. McGuigan, McKendrick, McLaughlin, Ross, Selfridge and Shaw.

CHAIR

In the absence of the Convener, and in terms of Standing Order 57, Councillor Sullivan was appointed to and took the Chair.

IN ATTENDANCE

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

APOLOGIES

Councillors M. Clark, Gorman, Homer, Lunny, McCabe, McCallum, McElroy , H. McGuigan, J. Martin and Shields.

CHAIR'S REMARKS

1. The Chair referred to the death of Councillor Robertson's wife and on behalf of the Committee offered his condolences to Councillor Robertson and his family. He also referred to the death of Councillor John Gordon, and on behalf of the Committee offered his condolences to Mrs. Gordon and her family. As a mark of respect the Committee observed a one minute silence.

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 October 2005, the Social Work (Planning and Administration) Sub-Committee held on 6 October 2005 and the Social Work (Complaints Review) Sub-Committee held on 10 October 2005.

Decided: that the terms of the Minutes be approved.

PRESENTATION - NEW CHILDREN'S RESIDENTIAL UNITS IN NORTH LANARKSHIRE

3. The Head of Social Work Development provided a presentation on the new children's residential units in North Lanarkshire and advised:-
 - of the aims of the modernisation of the children's homes in North Lanarkshire;
 - of the need to change the size, nature, design and location of the current homes;
 - of what would be achieved with the new units, in particular safe care, better educational outcomes, improved supervision and preparation for adult life;

- that the Home at Cecil Street had been replaced with a new build Home at Buchanan Street, Coatbridge;
- that the services from Kirknowe, Wishaw had been relocated to Cecil Street, Coatbridge;
- that a new Home would be complete in the Wishaw area in January/February 2006;
- that planning consent was currently being sought for the site in Cumbernauld, and
- that sites had been identified in Airdrie and Motherwell.

After responding to Members' questions the Chair thanked the Head of Social Work Development for his informative presentation.

Decided: that the terms of the presentation be noted.

REMIT FROM THE COMMUNITY SERVICES (COMMUNITY DEVELOPMENT) SUB-COMMITTEE OF 16 AUGUST 2005 - ANNUAL GRANTS TO VOLUNTARY ORGANISATIONS - COMMUNITY LEARNING AND DEVELOPMENT - PROPOSED REVIEW OF FUNDING OF HOLIDAY CARAVAN PROJECTS

4. With reference to paragraph 2 of the Minute of the meeting of the Community Services (Community Development) Sub-Committee held on 16 August 2005 when, *inter alia*, a report dated 4 July 2005 by the Director of Community Services proposing that the Director of Community Services in conjunction with the Director of Social Work undertake a review of the operational arrangements of the five holiday caravan projects supported by the Council was approved and referred to this Committee for information, there was submitted the said report thereon.

Decided: that the terms of the report be noted.

REMIT FROM THE POLICY AND RESOURCES COMMITTEE HELD ON 20 SEPTEMBER 2005 - MULTI-AGENCY RISK ASSESSMENT CONFERENCING IN RELATION TO VERY HIGH RISK VICTIMS OF DOMESTIC ABUSE

5. With reference to paragraph 28 of the Minute of the meeting of the Policy and Resources Committee held on 20 September 2005 when, *inter alia*, a report dated 8 August 2005 by the Director of Community Services on the implementation of multi-agency risk assessment conferencing was approved and remitted to this Committee for information, there was submitted the said report thereon.

Decided: that the terms of the report be noted.

REMIT FROM THE POLICY AND RESOURCES (PROPERTY) SUB-COMMITTEE HELD ON 1 SEPTEMBER 2005 - NORTH LANARKSHIRE FUEL POVERTY STATEMENT

6. With reference to paragraph 6 of the Minute of the meeting of the Policy and Resources (Property) Sub-Committee held on 1 September 2005 when a report dated 15 August 2005 by the Director of Housing and Property Services recommending the adoption of a North Lanarkshire Fuel Poverty Statement was approved and referred to this Committee for information, there was submitted the said report thereon.

Decided: that the terms of the report be noted.

MENTAL HEALTH AND FINANCIAL INCLUSION DEMONSTRATION PROJECT

7. There was submitted a report (docketed) dated 7 October 2005 by the Director of Social Work regarding the progress in the establishment of the Mental Health and Financial Inclusion Demonstration Project (1) outlining the background to the Scottish Executive initiative to establish two year partnership projects across Scotland to look at new ways of providing money advice to people who suffer from mental health and related issues; (2) indicating that formal approval for the North Lanarkshire project jointly developed by the Departments of Social Work and Planning and Environment and the Scottish Association for Mental Health was received in November 2004; (3) setting out the aims of the project, and (4) intimating that the team had secured office space within the Council's Contact Centre and that all staff were now in post.

Decided: that the terms of the report be noted.

ADOPTION POLICY REVIEW PART II - SECURE AND SAFE HOMES FOR OUR MOST VULNERABLE CHILDREN - SCOTTISH EXECUTIVE RESPONSE

8. There was submitted a report (docketed) dated 5 October 2005 by the Director of Social Work regarding the Scottish Executive consultation paper on Phase II of the Adoption Policy Review "Secure and Safe Homes for our Most Vulnerable Children" (1) outlining the background to the Adoption Policy Second Phase of the review which made 107 recommendations; (2) setting out the anticipated outcomes of implementing the recommendations, and (3) enclosing in Appendix 1 to the report the Council's response to the Scottish Executive consultation.

Decided: that the response set out in Appendix 1 to the report by the Director of Social Work be endorsed as the Council's response to the Scottish Executive consultation paper on the Adoption Policy Review Phase II – "Secure and Safe Homes for our Most Vulnerable Children".

21ST CENTURY REVIEW OF SOCIAL WORK - EMERGING RECOMMENDATIONS

9. There was submitted a report dated 7 October 2005 by the Director of Social Work advising of the emerging recommendations from the 21st Century Review of Social Work commissioned by the Scottish Executive (1) outlining the background to the review; (2) providing details of the initial recommendations from the review; (3) intimating that the Review Team was scheduled to submit a draft report to Scottish Ministers in October 2005 when specific recommendations would become known, and (4) indicating that the review recognised the increasing gap between assessed need and available resources in the context of demographic change, improved health care and rising public expectations.

Decided: that the Director of Social Work submit a further report to a future meeting of the Committee when the recommendations of the review were known.

SOCIAL WORK AWARDS CEREMONY

10. There was submitted a report (docketed) dated 16 September 2005 by the Director of Social Work regarding the Annual Social Work Staff Awards which took place on 15 September 2005 which recognised achievements by staff in the Department in relation to long service, retiral, qualifications and special achievements.

Decided: that the terms of the report be noted.

SECTION 10 GRANTS

11. With reference to paragraph 6 of the Minute of the meeting of this Committee held on 25 August 2005 when, *inter alia*, the allocation of Section 10 Grant funding to Jack and Jill Support Group was approved, there was submitted a report (docketed) dated 7 October 2005 by the Director of Social Work regarding three applications received from voluntary organisations requesting funding for 2005/2006 financial year under Section 10 of the Social Work (Scotland) Act 1968 (1) detailing the criteria and factors taken into consideration in determining the recommendations for funding; (2) setting out in Appendix 1 to the report the recommended level of grant for the applications received from North Lanarkshire Forum and Disability, North Lanarkshire Women and Family Alliance and Monklands Council on Addictions, and (3) intimating that the recommendations for funding would leave a balance of £57,543 for further applications during the financial year.

Decided: that the allocation of funding to the organisations set out in Appendix 1 to the report be approved.

REVIEW OF CORE COSTS FOR CAPABILITY SCOTLAND

12. There was submitted a report (docketed) by the Director of Social Work seeking approval to increase the maintenance rates paid to Capability Scotland for 2005/2006 (1) intimating that Capability Scotland introduced supported living services in North Lanarkshire in 2002; (2) proposing that the hourly rate paid to Capability Scotland be to £10.04, the sleepover rate set at a level of £35.36, the annual core costs for up to five service users be set at £75,624 and the annual core costs for up to 10 service users be set at £122,202.

Decided: that the new rates as detailed in Section 4.1 of the report be approved.

SURPLUS PROPERTY - 72 BRANDON PARADE EAST, MOTHERWELL

13. There was submitted a report dated 19 September 2005 by the Director of Social Work (1) advising that the property at 72 Brandon Parade East, Motherwell was previously used by the Department of Social Work as office space; (2) intimating that the Department's use of the property had ceased on 2 September 2005; (3) indicating that the property was subject to an inherited lease agreement initiated by the predecessor authority which expires on 27 May 2015, and (4) recommending that the property at 72 Brandon Parade East, Motherwell be declared surplus to the requirements of the Department of Social Work.

Decided:

- (1) that the property at 72 Brandon Parade East, Motherwell be declared surplus to the requirements of the Department of Social Work, and
- (2) that the report be remitted to Policy and Resources (Property) Sub-Committee for consideration.

CONTRACTS

ACCEPTANCE OF TENDERS

14. There were submitted reports by the Director of Housing and Property Services (1) providing details of tenders received for various contracts, and (2) advising that following consultation with the Convener the Director of Administration was progressing acceptance of the lowest tender for each of the projects, all in terms of his delegated powers, and as detailed below:-

- (a) the lowest tender for the Bron Way Refurbishment (Phase I), Cumbernauld which was, after checking, that by GHI Contracts Limited, Bellshill in the sum of £516,338.62;
- (b) the lowest tender for the Fire Safety Upgrade of Residential Units at Burngreen Lodge, Chilterns Home and Monklands House which was, after checking, that by John Buchanan, Shop Fitters, Motherwell in the sum of £157,353.29, and
- (c) Fire Safety Upgrade of Residential Units at Muirpark Home, Leslie House, Belhaven Home and Herbison House which was, after checking, that by John Buchanan Shop Fitters, Motherwell in the sum of £176,919.75.

Decided:

- (1) that the action taken and being progressed by the Director of Administration following consultation with the Convener in accepting each of the tenders as detailed in the reports be noted, and
- (2) that the contents of the report be otherwise noted.

FINAL MEASUREMENTS

- 15. There was submitted a report dated 12 September 2005 by the Director of Housing and Property Services (1) detailing final measurements for nine Social Work projects, and (2) advising that the total tender value for the nine projects was £1,524,339.60 compared with a final account cost of £1,520,342.82.

Decided: that the final measurements detailed within the report be noted.

PROTECTION OF TITLE OF SOCIAL WORKER AND REGISTRATION OF CHILD CARE WORKFORCE

- 16. There was submitted a report dated 7 October 2005 by the Director of Social Work providing an update on the current registration process for the Social Care Workforce with the Scottish Social Services Council (SSSC) (1) outlining the background to the registration process which was seen as a major part of the drive for higher standards in Social Services and would bring the workforce in line with other professional colleagues; (2) intimating that the first group of staff to register were Social Workers and that, as from 1 September 2005, legislation was introduced to protect the title of Social Worker (3) intimating that all staff who come under this category within North Lanarkshire had completed registration or were in the process of completing registration, and (4) intimating that Residential Child Care staff would be the second group of staff to register with the SSSC.

Decided: that the terms of the report be noted.

INTEGRATED DAY SERVICES FOR OLDER PEOPLE IN COATBRIDGE

- 17. With reference to paragraph 5 of the Minute of the meeting of this Committee held on 28 October 2004 when, inter alia, the approach taken by the Director of Social Work in relocating services based at the Alexander Resource Centre, Coatbridge was endorsed, there was submitted a report (docketed) dated 10 October 2005 regarding the development of services for older people in Coatbridge including the transfer of services from Alexander Resource Centre, Coatbridge and associated staffing implications (1) intimating that the development of integrated day services for older people would target those living in the community who have complex care needs; (2) advising that the pilot site for an integrated model would be Coathill Hospital, Coatbridge and would incorporate

services for older people currently based at Alexander Resource Centre from Spring 2006; (3) informing that the services would be provided for up to 25 people with 15 core places, 5 places for individuals requiring assessment and 5 ring fenced places; (4) setting out in Section 4.3 of the report the personnel and financial implications of the proposed development of integrated day services, and (5) advising that a number of other posts would be subject to further reports pending the re-designation of adult services.

Decided:

- (1) that the Committee, for its interest, approve the staffing proposals set out in Section 4.3 of the report, and
- (2) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

REVENUE BUDGET MONITORING REPORT FOR THE SOCIAL WORK DEPARTMENT - 1 APRIL TO 16 SEPTEMBER 2005

18. There was submitted a report dated 9 August 2005 by the Director of Social Work detailing the provisional outturn expenditure for the Department of Social Work for the period from 1 April to 16 September 2005 and providing a comparison with the approved budget.

Decided: that the terms of the report be noted.

COMPOSITE CAPITAL PROGRAMME 2005/2006 - MONITORING REPORT FOR THE SOCIAL WORK DEPARTMENT 1 APRIL TO 16 SEPTEMBER 2005

19. There was submitted a report (docketed) dated 4 October 2005 by the Director of Social Work (1) detailing progress made on individual projects contained within the Capital Programme for the Department of Social Work as at 16 September 2005; (2) providing a comparison of expenditure against the approved budget as detailed in Appendix 1 to the report, and (3) setting out details of a number of realignments to the programme totalling £211,618 and indicating that the total revised budget for 2005/2006 was now £3,750,413.

Decided:

- (1) that the progress of the Capital Programme for the Department of Social Work as at 16 September 2005 be noted, and
- (2) that the realignments from the 2004/2005 Capital Programme be noted.

STATUTORY PERFORMANCE INDICATORS - ANNUAL REPORT 2004/2005

20. There was submitted a report (docketed) dated 14 September 2005 by the Director of Social Work regarding the Social Work Statutory Performance Indicators for the financial year 2004/2005 (1) intimating that the Department was required to report on a total of 16 performance indicators, 8 on Adult Services and 8 on Children's Services, and (2) enclosing in Appendix 1 to the report, the Social Work Department Performance Indicators for 2004/2005.

Decided:

- (1) that the Statutory Performance Indicators for the Social Work Department for 2004/2005 be noted, and
 - (2) that the bi-annual reporting of the Statutory Performance Indicators to the Social Work Committee be approved.
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GENERAL DEBTORS - BAD DEBT WRITE-OFFS

21. There was submitted a report dated 1 September 2005 by the Director of Social Work seeking approval to write-off external debts which had 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 £190,752.65 in uncollectable debts under £250, and (4) seeking authority to write-off debts of £139,023.59 over the value of £250.

Decided:

- (1) that it be noted that the Director of Finance had written off debts under £250 amounting to £190,752.65;
- (2) that debts over £250 to the value of £139,023.59 be written off, and
- (3) that the report be remitted to the Policy and Resources (Finance) Sub-Committee for consideration.

COMPLAINTS STATUS REPORT - 1 APRIL 2004 TO 31 MARCH 2005

22. There was submitted a report (docketed) dated 19 September 2005 by the Director of Social Work regarding the performance of the Social Work Department in receiving, investigating and addressing formal complaints received during the period from 1 April 2004 to 31 March 2005 (1) indicating that the number of complaints received represented 0.64% of the total number of service referrals; (2) indicating that changes in the regulatory arrangements outlined in the Regulation of Care Act continued to have an impact on existing guidance and direction relating to complaints handling, and (3) enclosing 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 WORKING GROUP

23. 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 27 September 2005 by the Director of Social Work detailing the progress of the implementation of the recommendations.

Decided: that the terms of the report be noted.

PROVISION OF EQUIPMENT AND ADAPTATIONS - PROGRESS REPORT

24. 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 achieve major improvements in occupational 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 of the Working Group, there was submitted a report (docketed) dated 10 October 2005 by the Director of Social Work setting out the current service

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provision, performance and budgetary information in respect of the Joint Equipment Service (a) advising of the implementation of the recommendations of the Member/Officer Working Group on Equipment and Adaptations; (b) setting out details of the performance information of the Joint Equipment and Service in terms of referrals, deliveries and uplifts; (c) detailing the budgetary position for equipment, minor adaptations and major adaptations; (d) providing details on the current demands on the service and budget provision, and (e) intimating that there were 124 people currently on the waiting list requiring an estimated £656,000 of work.

Decided: that the level of demand for equipment and adaptations and the implications for the Joint Equipment Service be noted.

MEMBER/OFFICER GROUP PROPOSALS

25. There was submitted a report dated 14 October 2005 by the Director of Social Work proposing the formation of Member/Officer Working Groups in respect of (1) Fostering and Adoption Services, and (2) Protocols covering the Social Work Department's relationship with the Public, other Agencies and Elected Members.

Decided: that the establishment of Member/Officer Working Groups in respect of Fostering and Adoption Services and Protocols covering the Social Work Department's relationship with the Public, other Agencies and Elected Members be approved.

CONFERENCES

26. There was submitted a report (docketed) dated 30 September 2005 by the Director of Administration advising that twenty one 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
Working Together to Make Things Better	Belfast	13 to 14 October 2005	Councillors McElroy and Sullivan

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

Conference	Venue	Date	Attendance
Healthy Scotland Convention	Glasgow	21 November 2005	1 Member
Anti-Social Behaviour – Summary Justice Reform	Edinburgh	21 November 2005	Councillor Chadha
Skills, Training and Employability: Closing the Opportunity Gap for 16 to 19 Year Olds	Edinburgh	22 November 2005	2 Members

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Conference	Venue	Date	Attendance
Domestic Abuse in Scotland Conference	Edinburgh	5 December 2005	Councillor Irvine and 2 other Members of the Committee
Children in a Changing World: Getting It Right	York	3 to 6 September 2006	Continued for further consideration

and

(3) that otherwise no attendance be authorised.