

SOCIAL WORK – 12 January 2006

Motherwell, 12 January 2006 at 11 am.

A Meeting of the **SOCIAL WORK COMMITTEE**

PRESENT

Councillor H. McGuigan, Convener; Councillor Nolan, Vice-Convener; Councillors M. Clark, J. Coyle, S. Coyle, Devine, Fagan, Gemmell, Gorman, Gormill, Higgins, Homer, Irvine, Lunny, Lyle, McAuley, McCabe, McCallum, McCulloch, J. McGuigan, McLaughlin, J. Martin, Saunders, Shields and Smith.

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, Manager, Older People's Services and Senior Accountant.

APOLOGIES

Councillors Burrows, Cassidy, McElroy, McKendrick, Ross, Selfridge, Shaw and Sullivan.

CONVENER'S REMARKS

Prior to the commencement of the meeting the Convener introduced and welcomed Councillor Higgins to his first meeting of the Committee and welcomed back Councillor Irvine after her recent illness.

HOME CARE - PRESENTATION

1. The Manager, Older Peoples Services provided a presentation on the provision of Home Care Services in North Lanarkshire and advised the Committee:-
 - of the changes in the cost of Care at Home between 1996 and 2005;
 - of the numbers and types of staff engaged in the delivery of services, and
 - of the nature of services delivered and what has been achieved in terms of shifting the balance of care for the over 60s.

After responding to Members' questions the Convener thanked the Manager, Older Peoples Services for his 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 6 December 2005 and the Social Work (Planning and Administration) Sub-Committee held on 8 December 2005.

Decided: that the terms of the Minutes be approved.

REMIT FROM HOUSING AND TECHNICAL SERVICES COMMITTEE OF 3 NOVEMBER 2005 - CARE COMMISSION INSPECTION 2005/2006 - HOUSING SUPPORT SERVICES

3. With reference to paragraph 6 of the Minute of the meeting of the Housing and Technical Services Committee held on 3 November 2005 when, *inter alia*, a report dated 30 August 2005 by the Director of Housing and Property Services regarding the proposed inspection of the Department's directly provided housing support services 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.

CHARTER MARK APPLICATION

4. There was submitted a report dated 9 November 2005 by the Director of Social Work advising that an application had been made by the Department of Social Work for assessment of the whole Department against the Charter Mark standard and intimating that a decision was due from the assessors in March 2006.

Decided: that the terms of the report be noted.

IMPLEMENTATION OF THE MENTAL HEALTH (CARE AND TREATMENT) (SCOTLAND) ACT 2003

5. There was submitted a report (docketed) dated 30 November 2005 by the Director of Social Work regarding the progress of the implementation arrangements for the Council's new statutory responsibilities under the Mental Health (Care and Treatment) (Scotland) Act 2003 (1) outlining the background to the additional responsibilities contained within the Act; (2) intimating that in order to meet its new responsibilities the Council had recruited five additional Social Workers to undertake Mental Health Officer (MHO) duties and all existing MHOs in North Lanarkshire had completed their transitional training, and (3) advising that the Council had 71 adults in the community and 10 adults within state hospitals who were subject to transitional arrangements.

Decided: that the terms of the report be noted.

OUTCOME OF CONSULTATION ON COMMUNITY JUSTICE AUTHORITIES

6. With reference to paragraph 4 of the Minute of the meeting of this Committee held on 25 August 2005 when the action taken by the Director of Social Work in responding to the Scottish Executive Supporting Safer, Stronger Communities Consultation on Community Justice Authorities was homologated, there was submitted a report (docketed) dated 29 December 2005 advising of the outcome of the Scottish Executive Consultation on Community Justice Authorities (1) outlining the background to the consultation and its proposals; (2) indicating that the Scottish Executive had recommended the establishment of eight Community Justice Authorities; (3) advising that the current Criminal Justice Grouping of North and South Lanarkshire Councils would form one of the eight Community Justice Authorities; (4) setting out details of the remit of the Community Justice Authorities, and (5) indicating that constitutional issues such as voting arrangements would be the subject of further discussion.

Decided:

- (1) that it be noted that the current Lanarkshire Criminal Justice area would form one of the new Community Justice Authorities;

- (2) that the Director of Social Work in consultation with representatives of South Lanarkshire Council, submit a report to the Lanarkshire Community Justice Forum on the outcome of the consultation, and
- (3) that the Director of Social Work submit a further report to a future meeting of the Committee on the development and guidance relating to the establishment of the Community Justice Authority.

RE-APPOINTMENT OF SAFEGUARDERS

7. With reference to paragraph 10 of the Minute of the meeting of this Committee held on 19 December 2002 when, subject to statutory checks, the Committee approved the re-appointment of existing Safeguarders for the period from 1 January 2003 to 31 December 2005, there was submitted a report dated 23 December 2005 by the Director of Administration advising of 12 existing Safeguarders who had applied for re-appointment to the Panel of Safeguarders for North Lanarkshire (1) intimating that two Members of the Panel had subsequently resigned and one Member did not wish to be re-appointed to the Panel; (2) providing details of the nine existing Safeguarders who had applied for re-appointment to the Panel of Safeguarders for North Lanarkshire in Appendix 1 to the report, and (3) intimating that all the necessary consultations had been undertaken, the results of which had been satisfactory.

Decided: that, subject to statutory checks, the Committee approve the re-appointment of existing Safeguarders as detailed in Appendix 1 to the report for the period from 1 January 2006 to 31 December 2008.

TENDER FOR ADVOCACY

8. With reference to paragraph 16 of the Minute of the meeting of this Committee held on 25 August 2005 when, *inter alia*, it was agreed that expressions of interest be sought from existing and potential providers of advocacy services for people with communication support needs, there was submitted a report (docketed) dated 22 December 2005 by the Director of Social Work regarding tenders received for the provision of advocacy services in North Lanarkshire (1) intimating that eleven expressions of interest were received resulting in the submission of five tenders within the prescribed timescale; (2) indicating that the selection process was conducted in two phases, a single score generated from examination of written submissions followed by an interview; (3) advising that the Scottish Consortium for Learning Disability were engaged to help the process and represented 50% of the interview panel; (4) advising that following assessment of the written submissions and interviews, The Advocacy Project accumulated the highest number of points, and (5) recommending that The Advocacy Project be commissioned to provide advocacy services for people with learning disabilities and communication support needs in North Lanarkshire.

Decided:

- (1) that the Director of Administration be authorised to accept the offer from The Advocacy Project for the provision of advocacy services for people with learning disabilities and communication support needs, and
- (2) that the contents of the report be otherwise noted.

CHARGING POLICY FOR MEALS

9. **C** There was submitted a report (docketed) dated 22 December 2005 by the Director of Social Work seeking approval to increase and standardise the charge for meals provided by the Department (1) intimating that approximately 202 older people, 146 people with learning disabilities and 35 people with physical disabilities received meals directly provided by day services; (2) indicating that the Council also provided a Meals on Wheels Service to approximately 50,000 recipients on an annual basis and a frozen meal service which provided a further 23,000 meals per year; (3) advising that there was no standard approach to charging for the provision of meals and that people with learning disabilities paid 75p per meal, those in receipt of day services paid a charge of between 81p and £2 and those provided with meals from the Meals on Wheels Services or Council Lunch Clubs paid a charge of £1.30; (4) informing that whilst the cost of providing meals varied from service to service, in all cases the Council was providing meals at less than cost price; (5) highlighting that whilst most of the service users were dependent on Social Security Benefits there was an inbuilt element within the benefit for the provision of food; (6) proposing that a £2 standard charge be introduced for all meals from 1 April 2006, and (7) recommending the elimination of all subsidies on the meals service and the application of real cost in incremental stages over a three year period to ensure that the service remains cost effective.

Councillor H. McGuigan, seconded by Councillor J. Coyle, moved:-

- (1) that a standard charge of £2 be applied for all meals provided by the Department of Social Work including Meals on Wheels, frozen meals, Day Services and Lunch Clubs;
- (2) that the steps outlined in Section 2.9 of the report to eliminate meal subsidies over the next three years be approved;
- (3) that the Director of Social Work prepare suitable publicity material setting out the rationale for the increased meal charges, and
- (4) that the Director of Social Work monitor uptake of meals in light of the proposed changes and submit a further report to a future meeting of the Committee on the impact of the increased charges.

Councillor Lyle, seconded by Councillor Homer moved, as an amendment an increase in the charges for meals to reflect inflation with subsequent increases to reflect the rate of inflation built into the budget for future years.

On a vote being taken, 6 Members voted for the amendment and 19 Members voted for the motion which was accordingly declared to be carried.

Decided:

- (1) that a standard charge of £2 be applied for all meals provided by the Department of Social Work including Meals on Wheels, frozen meals, Day Services and Lunch Clubs;
- (2) that the steps outlined in Section 2.9 of the report to eliminate meal subsidies over the next three years be approved;
- (3) that the Director of Social Work prepare suitable publicity material setting out the rationale for the increased meal charges, and
- (4) that the Director of Social Work monitor uptake of meals in light of the proposed changes and submit a further report to a future meeting of the Committee on the impact of the increased charges.

PRIORITISATION OF SOCIAL WORK RESOURCES

10. There was submitted a report (docketed) dated 8 December 2005 by the Director of Social Work advising of the widening gap between assessed need and available Social Work resources and seeking approval for an eligibility framework to prioritise the use of resources (1) outlining the background to the rationale for the widening gap; (2) intimating that a number of local authorities across Scotland were tackling the issues by introducing eligibility criteria and charges for some service provision; (3) recommending the implementation of a prioritisation framework which would set out the Council's ability to meet needs governed by the availability of resources; (4) enclosing in Appendix 1 to the report, the proposed prioritisation framework; (5) intimating that the framework would take effect immediately, and (6) informing that further work on more detailed guidance to the staff would be required and the impact of implementation would be monitored with a view to periodic review.

Councillor H. McGuigan, seconded by Councillor J. Coyle, moved:-

- (1) that the prioritisation framework as detailed in Appendix 1 to the report be approved, and
- (2) that the Director of Social Work submit a further report to a future meeting of the Committee setting out the impact of the framework.

Councillor Lyle, seconded by Councillor Homer moved, as an amendment, that the matter be continued for further information on the impact on people and relevant costs of each of the four priorities listed in Appendix 1 to the report.

On a vote being taken, 5 Members voted for the amendment and 19 Members for the motion which was accordingly declared to be carried.

Decided:

- (1) that the prioritisation framework as detailed in Appendix 1 to the report be approved, and
- (2) that the Director of Social Work submit a further report to a future meeting of the Committee setting out the impact of the framework.

DEPARTMENT OF SOCIAL WORK - SERVICE IMPROVEMENT PLAN 2005/2006 TO 2007/2008 AND REVENUE BUDGET 2006/2007

- C** 11. There was submitted a joint report (docketed) dated 2 December 2005 by the Directors of Social Work and Finance (1) submitting for consideration (a) a Service Improvement Plan for the Department of Social Work in respect of the period 2005/2006 to 2007/2008 as detailed in Appendix A to the report, and (b) the proposed Revenue Budget for the Department of Social Work in respect of the period 2006/2007 as contained in Appendix B to the report; (2) indicating that the proposed budget for the Department of Social Work shows an increase of £10,964,000 and the basis of that increase; (3) advising that Departmental budgets will be consolidated to enable the Council to evaluate and consider the potential for growth in Service Budgets prior to determining its overall spending plans for the forthcoming year, and (4) recommending that the Committee (a) approve the draft Service Improvement Plan for the Department of Social Work as contained in Appendix A to the report; (b) note the level of CSP movements and increases to the Departmental Revenue Budget as set out in Parts i and ii of Appendix B to the report; (c) agree the Departmental Base Budget as detailed in Part iii of Appendix B to the report; (d) consider and make recommendations to the Policy and Resources Committee on efficiency savings from the Departmental Base Budget as detailed in part iv of Appendix B to the report; (e) note that any alterations to the Service Improvement Plan for the Department of Social Work required as a consequence of finalisation of the Council's budget will be brought to the attention of this Committee, and (f) otherwise note the contents of the report.

Decided:

- (1) that the Service Improvement Plan for the Department of Social Work in respect of the period 2005/2006 to 2007/2008, as contained in Appendix A to the report by the Directors of Social Work and Finance be approved;
- (2) that the level of CSP movements and increases affecting the Departmental revenue budget, as set out in Parts i and ii of Appendix B to the report by the Directors of Social Work and Finance, be noted;
- (3) that the Departmental base budget, as set out in Part iii of Appendix B to the report by the Directors of Social Work and Finance, be agreed, subject to the consideration of efficiency savings;
- (4) that the proposed efficiency savings, as detailed in Part iv of Appendix B to the report by the Directors of Social Work and Finance, be approved and referred to the Policy and Resources Committee for consideration;
- (5) that it be noted that any alterations to the Service Improvement Plan for the Department of Social Work, required as a consequence of finalisation of the Council's budget, will be brought to the attention of the Committee, and
- (6) that the contents of the report be otherwise noted.

This paragraph was dealt with by the Council at its special meeting on 9 February 2006.

CARER DEVELOPMENTS AND THE USE OF FUNDING

12. With reference to paragraph 5 of the Minute of the meeting of this Committee held on 19 May 2005 when, *inter alia*, the Strategy for Carers in North Lanarkshire 2005/2008 was approved, there was submitted a report (docketed) advising of the current progress on the key developments to support carers including the use of Carer Development Funding (1) outlining the background to the North Lanarkshire Strategy for Carers 2005/2008 which had a total development budget of £667,500; (2) providing details of recent developments in respect of the strategy, and (3) setting out in Section 3.6 of the report, projects identified by the Carers Strategy Implementation Group for funding for 2005/2006.

Decided:

- (1) that the allocation of funding to the Carers Organisations identified in Section 3.6 of the report be approved, and
- (2) that the terms of the report be otherwise noted.

DELAYED DISCHARGE - CREATION OF A SOCIAL WORK ASSISTANT POST

13. There was submitted a report (docketed) dated 29 November 2005 by the Director of Social Work seeking approval for the creation of one full time Social Work Assistant post to facilitate further development in the range of services currently provided in the Cumbernauld area which would promote the prevention of unnecessary admission to hospital and appropriate continued rehabilitation at home following timeous discharge.

Decided:

- (1) that the Committee, for its interest, approve the establishment of one post of Social Work Assistant at salary grade AP2/3, and
- (2) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

MODERNISATION OF LOCAL AUTHORITY CHILDREN'S HOMES IN NORTH LANARKSHIRE

14. With reference to paragraph 15 of the Minute of the meeting of this Committee held on 19 May 2005 when, inter alia, the siting of the new Children's Homes in Watling Street/Albans Crescent, Motherwell and Katherine Street, Airdrie was approved, there was submitted a report (docketed) dated 19 December 2005 by the Director of Social Work advising of the progress in respect of the proposal to build a new six bedded children's home at Katherine Street, Airdrie (1) intimating that ground surveys and topographical studies had been carried out on the site at Katherine Street, Airdrie; (2) advising that Network Rail had subsequently identified a substantial part of the site as their only viable option for a park and ride station arising from the plans to re-open the Airdrie to Bathgate railway line, and (3) indicating that following consultation with the Director of Planning and Environment, it was not proposed to submit a planning application for the development of the Residential Children's Home on the Katherine Street site.

Decided:

- (1) that the Director of Social Work explore alternative sites for the Children's Residential Home in Airdrie, and
- (2) that the terms of the report be otherwise noted.

REVENUE BUDGET MONITORING REPORT FOR THE SOCIAL WORK DEPARTMENT 2005/2006 - 1 APRIL TO 9 DECEMBER 2005

15. There was submitted a report dated 12 January 2006 by the Director of Social Work detailing the provisional outturn expenditure for the Department of Social Work for the period from 1 April to 9 December 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 9 DECEMBER 2005

16. There was submitted a report (docketed) dated 19 December 2005 by the Director of Social Work (1) detailing progress made in individual projects contained with the Capital Programme for the Department of Social Work as at 9 December 2005; (2) providing a comparison of expenditure against the approved budget as detailed in Appendix 1 to the report; (3) indicating that the total revised budget for 2005/2006 was £3,750,143; (4) intimating that the negotiations for the lease at Scott House had been finalised and the refurbishment would commence on 16 January 2006, and (5) seeking approval to (a) realign £100,000 from the Adaptations budget to the Community Resources budget; (b) vire £400,000 from the Secure Barrier Free Housing budget to the Capitalised Equipment budget, and (c) transfer £73,382 from capital minor works to re-align a number of overspends on a number of old projects.

Decided:

- (1) that the progress of the Capital Programme for the Department of Social Work as at 9 December 2005 be noted, and
- (2) that the re-alignments to the Social Work Department Capital Programme for 2005/2006 as detailed in the report be approved.

SOCIAL WORK DEPARTMENT PERFORMANCE MANAGEMENT AND REPORTING INTERNAL ARRANGEMENTS

17. With reference to paragraph 17 of the Minute of the meeting of this Committee held on 13 January 2005 when, inter alia, it was agreed that the Director of Social Work submit an annual report on the effectiveness of the performance management framework within the Social Work Department, there was submitted a report (docketed) dated 29 November 2005 by the Director of Social Work (1) setting out the internal performance management framework and reporting arrangements in the Department of Social Work; (2) enclosing in Appendix 1 to the report, the joint performance information and assessment framework which sets out the partnership's local improvement targets; (3) enclosing in Appendix 2 to the report the Department's statutory performance indicators for the first two quarters of the current year, and (4) indicating that an operational performance management report had been developed and implemented from November 2004 which included activity and performance information in areas such as Human Resources, Budgets and Workloads.

Decided:

- (1) that the Social Work Department performance management framework be noted, and
- (2) that the Director of Social Work submit an annual report on the effectiveness of the performance management framework within the Social Work Department.

DAY OPPORTUNITIES FOR PEOPLE WITH LEARNING DISABILITIES - MEMBER/OFFICER WORKING GROUP

18. 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 30 November 2005 by the Director of Social Work (1) detailing the progress of the implementation of the recommendations; (2) intimating that work was being undertaken in partnership with the Community Services Department to provide access and facilities within the Council buildings from the allocation of £200,000 from the Social Work Capital Programme for 2005/2006, and (3) indicating that the staffing arrangements would be subject to further consideration.

Decided:

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

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

19. 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 current equipment and adaptations, and (2) requested that the Director of Social Work submit further reports to the Committee on the implementation of the recommendation of the Working Group, there was submitted a report (docketed) dated 1 December 2005 by the Director of Social Work (a) setting out details of the performance information on the joint equipment service in terms of referrals, deliveries and uplifts; (b) detailing the budgetary position for equipment, minor adaptations and major adaptations for the Departments of Social Work and Housing and Property Services; (c) providing details on the current demands of the service and the budget provision; (d) intimating that there were 138 people currently on the waiting list requiring an estimated £437,650 of work; (e) intimating that an additional £300,483 of non recurring funding had been allocated from the Scottish Executive, and (f) advising that an open tender process to award the contract for the provision, servicing and maintenance of major equipment had been commenced.

Decided:

- (1) that the level of demand for equipment and adaptations and the implications for the joint equipment service be noted;
- (2) that the additional non recurring funding of £300,483 from the Scottish Executive for joint service improvements in 2005/2006 be noted;
- (3) that it be noted that an open tender process in respect of provision, servicing and maintenance of major equipment had commenced and recommendations from the process would be presented to a future meeting of the Committee for consideration and approval, and
- (4) that the contents of the report be otherwise noted.

CONFERENCES

20. There was submitted a report (docketed) dated 12 January 2006 by the Director of Administration advising that sixteen 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
Local Authority Child Care Conference 2005	Leeds	16 December 2005	Councillor Sullivan

- (2) that the Council be not represented at the undernoted conferences:-

Conference	Venue	Date
Modernising Mental Health Services – Workforce Leadership, Recruitment, Retention and Training	London	13 October 2005

SOCIAL WORK – 12 January 2006

Conference	Venue	Date
Commissioning are Services for Older People and Young Adults	London	29 November 2005
Promoting Education for Looked After Children 2005	London	1 December 2005
Annual General Meeting 2005 and Launch of the National Action Plan to Reduce Drug Related Deaths in Scotland	Glasgow	13 December 2005
Diverting Young People Away from Anti-Social Behaviour and Crime Through Positive Activities	London	26 January 2006

and

- (3) that consideration of attendance at the remaining conferences be continued to the next meeting of the Committee.