



Council Offices, Almada Street  
Hamilton, ML3 0AA

Monday, 11 May 2020

Dear Councillor

## **Social Work Resources Committee**

The Members listed below are requested to attend a meeting of the above Committee to be held as follows:-

**Date:** Wednesday, 20 May 2020

**Time:** 10:00

**Venue:** Committee Room 1, Council Offices, Almada Street, Hamilton, ML3 0AA

The business to be considered at the meeting is listed overleaf.

Yours sincerely

**Cleland Sneddon**  
**Chief Executive**

### **Members**

John Bradley (Chair), Maureen Chalmers (Depute Chair), Walter Brogan, Robert Brown, Archie Buchanan, Jackie Burns, Janine Calikes, Graeme Campbell, Andy Carmichael, Margaret Cowie, Maureen Devlin, Mary Donnelly, Allan Falconer, Mark Horsham, Katy Loudon, Joe Lowe, Hugh Macdonald, Catherine McClymont, Colin McGavigan, Jim McGuigan, Lynne Nailon, Richard Nelson, Carol Nugent, John Ross, Margaret B Walker, Jared Wark

### **Substitutes**

Alex Allison, Gerry Convery, Isobel Dorman, Fiona Dryburgh, Geri Gray, Eric Holford, Graeme Horne, Ann Le Blond, Martin Lennon, Richard Lockhart, Eileen Logan, Davie McLachlan, David Watson, Josh Wilson,

## BUSINESS

### 1 Declaration of Interests

- 2 Minutes of Previous Meeting** 5 - 10  
Minutes of the meeting of the Social Work Resources Committee held on 4 March 2020 submitted for approval as a correct record. (Copy attached)

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#### Monitoring Item(s)

- 3 Revenue Budget Monitoring 2019-2020** 11 - 18  
Joint report dated 20 April 2020 by the Executive Director (Finance and Corporate Resources) and the Director, Health and Social Care. (Copy attached)
- 4 Capital Budget Monitoring 2019-2020** 19 - 22  
Joint report dated 29 April 2020 by the Executive Director (Finance and Corporate Resources) and the Director, Health and Social Care. (Copy attached)
- 5 Workforce Monitoring – January to March 2020** 23 - 30  
Joint report dated 15 April 2020 by the Executive Director (Finance and Corporate Resources) and the Director, Health and Social Care. (Copy attached)

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#### Item(s) for Decision

- 6 Rates and Charges for Care Services 2020-2021** 31 - 36  
Report dated 24 April 2020 by the Director, Health and Social Care. (Copy attached)
- 7 Protecting Supporting and Promoting Breastfeeding in South Lanarkshire** 37 - 40  
Report dated 29 April 2020 by the Director, Health and Social Care. (Copy attached)

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#### Item(s) for Noting

- 8 COVID-19 Update** 41 - 48  
Report dated 29 April 2020 by the Director, Health and Social Care. (Copy attached)
- 9 Transformation and Service Improvement Programme** 49 - 54  
Report dated 27 April 2020 by the Director, Health and Social Care. (Copy attached)
- 10 South Lanarkshire Public Protection Team** 55 - 58  
Report dated 29 April 2020 by the Director, Health and Social Care. (Copy attached)
- 11 Notification of Contracts Awarded** 59 - 62  
Report dated 20 April 2020 by the Director, Health and Social Care. (Copy attached)

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#### Urgent Business

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## **12 Urgent Business**

Any other items of business which the Chair decides are urgent.

### ***For further information, please contact:-***

Clerk Name: Joyce McDonald

Clerk Telephone: 01698 454521

Clerk Email: [joyce.mcdonald@southlanarkshire.gov.uk](mailto:joyce.mcdonald@southlanarkshire.gov.uk)



## SOCIAL WORK RESOURCES COMMITTEE

2

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 4 March 2020

### Chair:

Councillor John Bradley

### Councillors Present:

Councillor Walter Brogan, Councillor Robert Brown, Councillor Archie Buchanan, Councillor Jackie Burns, Councillor Janine Calikes, Councillor Graeme Campbell, Councillor Andy Carmichael, Councillor Maureen Chalmers (Depute), Councillor Gerry Convery (*substitute for Councillor Margaret Cowie*), Councillor Maureen Devlin, Councillor Mary Donnelly, Councillor Allan Falconer, Councillor Mark Horsham, Councillor Katy Loudon, Councillor Joe Lowe, Councillor Catherine McClymont, Councillor Colin McGavigan, Councillor Jim McGuigan, Councillor Lynne Nailon, Councillor Richard Nelson, Councillor Margaret B Walker, Councillor Jared Wark

### Councillors' Apologies:

Councillor Margaret Cowie, Councillor Hugh Macdonald, Councillor Carol Nugent, Councillor John Ross (ex officio)

### Attending:

#### Finance and Corporate Resources

C Adam, Finance Adviser; H Goodwin, Finance Manager (Resources); H Lawson, Legal Services Manager; G McCann, Head of Administration and Legal Services; M Milne, HR Business Partner; S Somerville, Administration Manager; H Tennant, Administration Officer

#### Health and Social Care/Social Work Resources

V de Souza, Director; I Beattie, Head of Health and Social Care (Hamilton and Clydesdale); M Kane, Service Development Manager; L Purdie, Head of Children and Justice Services

### Also Attending:

#### NHS Lanarkshire

J Hutton, Mental Health Improvement Manager; S McMorris, Suicide Prevention Lead

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### Order of Business

**The Committee decided:** that the items of business be dealt with in the order minuted below.

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#### 1 Declaration of Interests

No interests were declared.

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#### 2 Minutes of Previous Meeting

The minutes of the meeting of the Social Work Resources Committee held on 11 December 2019 were submitted for approval as a correct record.

**The Committee decided:** that the minutes be approved as a correct record.

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### **3 Social Work Resources – Revenue Budget Monitoring 2019/2020**

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A joint report dated 24 January 2020 by the Executive Director (Finance and Corporate Resources) and Director, Health and Social Care was submitted comparing actual expenditure at 3 January 2020 against budgeted expenditure for 2019/2020 for Social Work Resources, together with a forecast of the position at 31 March 2020.

As at 3 January 2020, there was an overspend of £1.541 million on Social Work Resources' revenue budget, with a forecast of a potential overspend of £2.239 million at 31 March 2020. The overspend was due to pressures within Children and Family Services and Adult and Older People Services due to demand, which was partially offset by a projected underspend of £0.156 million for Justice and Substance Misuse Services. Anticipated additional costs in relation to improvement work for Home Care services might impact on the outturn position.

Details were provided on budget virements in respect of Social Work Resources to realign budgets.

Officers responded to members' questions in relation to various aspects of the report.

#### **The Committee decided:**

- (1) that the overspend on Social Work Resources' revenue budget of £1.541 million, as detailed in Appendix A to the report, and the forecast overspend to 31 March 2020 of £2.239 million be noted; and
- (2) that the budget virements, as detailed in the appendices to the report, be approved.

*[Reference: Minutes of 11 December 2019 (Paragraph 3)]*

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### **4 Social Work Resources – Capital Budget Monitoring 2019/2020**

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A joint report dated 12 February 2020 by the Executive Director (Finance and Corporate Resources) and Director, Health and Social Care was submitted advising of progress on the Social Work Resources' capital programme for 2019/2020 and summarising the expenditure position at 3 January 2020.

#### **The Committee decided:**

- (1) that the Social Work Resources' capital programme of £2.729 million, and expenditure to date of £0.643 million, be noted; and
- (2) that the projected outturn of £0.900 million be noted.

*[Reference: Minutes of 11 December 2019 (Paragraph 4)]*

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### **5 Social Work Resources – Workforce Monitoring – October to December 2019**

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A joint report dated 24 January 2020 by the Executive Director (Finance and Corporate Resources) and Director, Health and Social Care was submitted on the following employee information for Social Work Resources for the period October to December 2019:-

- ◆ attendance statistics
- ◆ occupational health statistics
- ◆ accident/incident statistics
- ◆ disciplinary hearings, grievances and Dignity at Work cases

- ♦ analysis of leavers
- ♦ Staffing Watch as at 14 December 2019

Officers responded to members' questions in relation to the report.

The HR Business Partner offered to provide further strategic information direct to those members who had specifically asked for a breakdown in statistics in relation to absences and job vacancies. The Head of Children and Justice Services advised that a report on recruitment would be submitted to a future committee meeting.

**The Committee decided:** that the report be noted.

*[Reference: Minutes of 11 December 2019 (Paragraph 5)]*

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## 6 Suicide Prevention

A report dated 28 January 2020 by the Director, Health and Social Care was submitted providing an update on recent suicide data across South Lanarkshire and advising on the South Lanarkshire Suicide Prevention Action Plan.

Information on both local and national suicide statistics was provided. It was highlighted that the rate of suicide was higher in Scotland than the rest of the UK and had spiked in 2018. Figures were still awaited for 2019.

In May 2019, a multi-agency Suicide Prevention Group was reconvened to create a Suicide Prevention Plan within South Lanarkshire, with the aim of reducing the suicide rate across the area. The Mental Health Improvement Manager and Suicide Prevention Lead, NHS Lanarkshire, advised of the work being undertaken to support the 'Every Life Matters' national campaign and the aim of the Suicide Prevention Plan to promote good mental health and reduce suicide.

Having responded to members' questions, J Hutton and S McMorris were thanked for their informative presentation. Both intimated they welcomed the input of elected members in helping to tackle the issue and offered to provide further information on request.

**The Committee decided:** that the work being undertaken to support the South Lanarkshire Suicide Prevention Action Plan be noted.

*Councillor Buchanan, S McMorris and J Hutton left the meeting following this item of business.*

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## 7 Care at Home Services

A joint report dated 26 February 2020 by the Director, Health and Social Care and the Executive Director (Finance and Corporate Resources) was submitted providing an update on Care at Home Services.

Following the issue by the Care Inspectorate of a formal Improvement Notice for the Hamilton Care at Home Service in December 2019, and service concerns raised in relation to the Rutherglen Service, both Services had agreed not to accept new cases to allow improvement actions to take place.

Details were provided of the short-term, medium term and long-term actions being taken by the Service to implement a comprehensive improvement programme. To consolidate the activity being undertaken, it was proposed that a temporary Project Team be established for a period of 2 years. The costs of the Project Team would be met from monies identified for future budget strategies.

Reports would be submitted to future meetings to provide an update on the longer term strategy.

Officers responded to members' questions in relation to various aspects of the report

**The Committee decided:**

- (1) that the content of the report be noted;
- (2) that the Director, Health and Social Care be authorised to recruit the posts, as detailed at paragraph 3.5 of the report, within existing permissions and available budgets; and
- (3) that a temporary Project Team be established for a 2-year period to support the transition and redesign of the Service.

*[Reference: Minutes of the Executive Committee of 29 January 2020 (Paragraph 10)]*

*Councillors Nailon and Walker left the meeting following this item of business*

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## **8 Project Implementation Team – Care at Home Scheduling and Mobile Solution**

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A joint report dated 16 January 2020 by the Director, Health and Social Care and the Executive Director (Finance and Corporate Resources) was submitted on progress with the implementation of an integrated mobile solution to optimise the scheduling of Home Care visits.

Totalmobile had been contracted to provide the cloud-based services and a pilot system had run from December 2019 to mid-January 2020. A review of the pilot had been completed and would inform the staged rollout of the system across all 4 localities.

Further work was now required to refine and tailor the scheduling tool to best meet the Service requirements and user testing would be undertaken to ensure a successful and effective implementation.

To progress the roll-out, it was proposed that a temporary dedicated Care at Home scheduling team be established. Details of the new posts required to create the Project Implementation Team were provided in the report and costs would be met from the Integration Joint Board (IJB) budget.

Officers responded to members' questions in relation to various aspects of the report.

**The Committee decided:**

- (1) that the progress on the Care at Home Scheduling and Mobile Solution be noted; and
- (2) that the temporary establishment changes, detailed in section 6 of the report, be approved.

*Councillor Lowe left the meeting during this item of business*



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## **9 Carers Fund – Increase to Establishment**

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A joint report dated 13 February 2020 by the Director, Health and Social Care and the Executive Director (Finance and Corporate Resources) was submitted providing an update in the use of the Carers Fund to support the implementation of the Carers Act and Free Personal Care.

The Carers Act, the introduction of Free Personal Care and the Self-Directed Support Act had significantly increased the demand and complexity of Assessment and Care Management Services which were delivered by the Health and Social Care Partnership's 4 locality teams.

It was proposed, therefore, that uncommitted funding received from the Scottish Government to support implementation of the Carers Act be used to increase capacity in the Fieldwork team by establishing 10 posts of Social Work Assistant (Assessment and Review) on Grade 2, Level 4, SCP55-57 (£28,395 to £29,271) across all localities.

### **The Committee decided:**

- (1) that the content of the report be noted; and
- (2) that 10 posts of Social Work Assistant (Assessment and Review) on Grade 2, Level 4, SCP55-57 (£28,395 to £29,271) be established.

*Councillor McClymont left the meeting during this item of business*

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## **10 Staffing Planning and Performance, Community Justice Services**

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A joint report dated 13 February 2020 by the Director, Health and Social Care and the Executive Director (Finance and Corporate Resources) was submitted advising of grant funding received to support collaborative working for 2020/2021 within the Community Justice Partnership.

In April 2017, the Community Justice Partnership had been formed and initial funding was allocated to facilitate the development of Community Justice. Confirmation had now been received from the Scottish Government of further mainstream funding of £50,000 in 2020/2021 which would support the establishment of a Community Justice Co-ordinator post.

Increases in the volume of Multi Agency Public Protection Arrangements (MAPPA) level 1 referrals were expected to continue and, together with the introduction of the Violent and Sex Offender Register (VISOR) requirement to improve information sharing, had created pressure on current resources.

It was proposed, therefore, to restructure the existing service, with details of changes to the employee establishment provided in paragraph 5 of the report.

**The Committee decided:** that the establishment changes, detailed in paragraph 5 of the report, be approved.

*[Reference: Minutes of 20 June 2019 (Paragraph 5)]*

*Councillor McClymont re-entered the meeting during this item of business*

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## **11 Review of Funded Establishment within the Community Addiction Recovery Services (CAREs)**

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A joint report dated 23 January 2020 by the Director, Health and Social Care and the Executive Director (Finance and Corporate Resources) was submitted on managing Community Addiction Recovery Services (CAREs).

The model for integration of alcohol and drug services across South Lanarkshire was established in 2018. The CARES service was hosted in the Rutherglen/Cambuslang locality, on behalf of the Council and NHS Lanarkshire, and operated as a pan South Lanarkshire resource.

Rutherglen/Cambuslang and Clydesdale localities had successfully co-located, with Hamilton and East Kilbride localities progressing towards co-location.

In order to realign and integrate the CARES service additional staffing was required. Details of the proposed posts required were provided within the report. It was also proposed that Substance Misuse workers be re-designated as Recovery Workers. The cost of the posts would be met from existing resources.

**The Committee decided:**

- (1) that the content of the report be noted; and
- (2) that the establishment changes, detailed in paragraph 5 of the report, be approved.

*[Reference: Minutes of 20 February 2019 (Paragraph 13)]*

*Councillor Nailon re-entered the meeting during this item of business*

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## **12 Investing to Modernise in South Lanarkshire Care Facilities**

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A report dated 27 January 2020 by the Director, Health and Social Care was submitted providing an update on progress with the programme to modernise South Lanarkshire's Care Facilities.

Information was provided on progress to date in relation to the planned developments at Blantyre, Clydesdale and Larkhall/Stonehouse.

Officers responded to members' questions in relation to various aspects of the report.

Further briefings would be issued to elected members, as appropriate, and a detailed report providing a progress update on all 3 locations would be brought to a future committee meeting.

**The Committee decided:** that the report be noted.

*[Reference: Minutes of 2 October 2019 (Paragraph 10)]*

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## **13 Urgent Business**

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There were no items of urgent business

# Report

3

Report to: **Social Work Resources Committee**  
 Date of Meeting: **20 May 2020**  
 Report by: **Director, Health and Social Care**  
**Executive Director (Finance and Corporate Resources)**

Subject: **Revenue Budget Monitoring 2019/2020 - Social Work Resources**

## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ provide information on the actual expenditure measured against the Revenue Budget for the period 01 April 2019 to 28 February 2020 for Social Work Resources
- ♦ provide a forecast for the year to 31 March 2020

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that that an overspend of £1.926m on the Social Work Resources' Revenue Budget, as detailed in Appendix A of the report, and the forecast overspend to 31 March 2020 of £2.239m, be noted; and
- (2) that the proposed budget virements be approved.

## 3. Background

- 3.1. This is the fifth Revenue Budget Monitoring Report presented to the Social Work Resources Committee for the financial year 2019/2020.
- 3.2. The Resource has completed its formal probable outturn exercise for the year. This exercise identifies the expected spend to the 31 March 2020. Details are included in section 5.
- 3.3. The report details the financial position for Social Work Resources on Appendix A, and then details the individual services, along with variance explanations, in Appendices B to E

## 4. Employee Implications

4.1. There are no employee implications associated with this report.

## 5. Financial Implications

5.1. Probable Outturn: Following the Council's formal Probable Outturn exercise, the Resource position before any transfers to reserves is estimated to be an overspend of £2.239m by 31 March 2020. There are no proposed transfers to reserves.

- 5.2. The main elements of the projected overspend are the projected overspend in Children and Families due to demand (£1.930m over) and a projected overspend in Adults and Older People due to demand for Community Based Services (£0.446m over). These projected overspends are partially offset by a projected underspend in Justice and Substance Misuse Services (£0.156m under).
- 5.3. Included within the forecast overspend to 31 March 2020 of £2.239m is a combined projected overspend of £0.320m which relates to Adults and Older People Services (£0.446m over) and Substance Misuse Services (£0.126m under). The costs associated with these services are difficult to predict, particularly over the winter months. The Chief Financial Officer of the Health and Social Care Partnership has been asked to consider the option of a non-recurring contribution from the Health and Social Care Partnership to cover the additional costs within Adults and Older People Services. At the board meeting on 18 February 2020, the Integration Joint Board (IJB) approved the request to delegate authority to the Chief Officer to draw down up to £0.350million from the IJB contingency reserves, should it be required by the Council for this.
- 5.4. In addition, as reported to Executive Committee on 26 February 2020, following the outcome of the recent inspection of Home Care Services, work is ongoing to deliver improvements to the Service. Additional costs are expected from this improvement work, which may impact on the outturn position for the Council. Further information will be provided when confirmation on the level of these costs is received.
- 5.5. Position as 28 February 2020: Appendix A shows the position as at 28 February 2020, of a £1.926 million overspend against the phased budget. Detailed variance explanations of the Resource position are included in Appendices B to E.
- 5.6. Virements are proposed to realign budgets. These movements have been detailed in the appendices to this report, as appropriate.
- 6. Climate Change, Sustainability and Environmental Implications**
- 6.1. There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.
- 7. Other Implications**
- 7.1. The main risk associated with the Council's Revenue Budget is that there is an overspend. The risk has been assessed as low given the detailed budget management applied across the Resources. The risk is managed through four weekly Budget Monitoring meetings at which any variance is analysed. In addition, the probable outturn exercise ensures early warning for corrective action to be taken where appropriate.
- 7.2. There are no other issues associated with this report.
- 8. Equality Impact Assessment and Consultation Arrangements**
- 8.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.
- 8.2. There was also no requirement to undertake any consultation in terms of the information contained in this report.

**Val de Souza**  
**Director, Health and Social Care**

**Paul Manning**  
**Executive Director (Finance and Corporate Resources)**

20 April 2020

**Link(s) to Council Values/Ambitions/Objectives**

- ◆ Accountable, Effective, Efficient and Transparent

**Previous References**

- ◆ none

**List of Background Papers**

- ◆ financial ledger and budget monitoring results to 28 February 2020

**Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

Hazel Goodwin, Finance Manager

Ext: 2699 (Phone: 01698 452699)

Email: [hazel.goodwin@southlanarkshire.gov.uk](mailto:hazel.goodwin@southlanarkshire.gov.uk)

## South Lanarkshire Council

## Revenue Budget Monitoring Report

Social Work Resources Committee: Period Ended 28 February 2020 (No.12)

## Social Work Resources Summary

	Annual Budget	Forecast for Year BEFORE Transfers	Annual Forecast Variance BEFORE Transfers	Annual Forecast Variance AFTER Transfers	Budget Proportion 28/02/20	Actual 28/02/20	Variance 28/02/20	% Variance 28/02/20	Note
	£000	£000	£000	£000	£000	£000	£000		
<b><u>Budget Category</u></b>									
Employee Costs	88,959	90,252	(1,293)	(1,293)	79,312	80,338	(1,026)	over	(1.3%)
Property Costs	2,668	2,463	205	205	2,299	2,273	26	under	1.1%
Supplies & Services	5,814	6,000	(186)	(186)	4,773	4,925	(152)	over	(3.2%)
Transport & Plant	4,411	4,561	(150)	(150)	3,863	4,000	(137)	over	(3.5%)
Administration Costs	1,535	1,605	(70)	(70)	1,371	1,410	(39)	over	(2.8%)
Payments to Other Bodies	19,682	20,574	(892)	(892)	17,791	18,448	(657)	over	(3.7%)
Payments to Contractors	100,427	101,026	(599)	(599)	83,361	83,735	(374)	over	(0.4%)
Transfer Payments	2,349	2,733	(384)	(384)	2,152	2,591	(439)	over	(20.4%)
Financing Charges	263	304	(41)	(41)	259	328	(69)	over	(26.6%)
<b>Total Controllable Exp.</b>	226,108	229,518	(3,410)	(3,410)	195,181	198,048	(2,867)	over	(1.5%)
<b>Total Controllable Inc.</b>	(61,440)	(62,611)	1,171	1,171	(54,073)	(55,014)	941	over recovered	1.7%
<b>Net Controllable Exp.</b>	164,668	166,907	(2,239)	(2,239)	141,108	143,034	(1,926)	over	(1.4%)
<b>Transfer to Reserves (as at 03/01/20)</b>	0	0	0	0	0	0	0	-	
<b>Position After Transfers to Reserves (as at 03/01/20)</b>	164,668	166,907	(2,239)	(2,239)	141,108	143,034	(1,926)	over	(1.4%)

**Variance Explanations**

Variance explanations are shown in Appendices B -E.

**Budget Virements**

Budget virements are shown in Appendices B-E.

## South Lanarkshire Council

## Revenue Budget Monitoring Report

Social Work Resources Committee: Period Ended 28 February 2020 (No.12)

## Children and Families Services

<b>Budget Category</b>	<b>Annual Budget</b>	<b>Forecast for Year BEFORE Transfers</b>	<b>Annual Forecast Variance BEFORE Transfers</b>	<b>Annual Forecast Variance AFTER Transfers</b>	<b>Budget Proportion 28/02/20</b>	<b>Actual 28/02/20</b>	<b>Variance 28/02/20</b>		<b>% Variance 28/02/20</b>	<b>Note</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>			
Employee Costs	15,864	15,856	8	8	14,111	14,104	7	Under	0.0%	
Property Costs	337	329	8	8	317	306	11	under	3.5%	
Supplies & Services	577	613	(36)	(36)	514	541	(27)	over	(5.3%)	
Transport & Plant	636	794	(158)	(158)	550	675	(125)	over	(22.7%)	1
Administration Costs	288	321	(33)	(33)	256	273	(17)	over	(6.6%)	
Payments to Other Bodies	8,635	9,247	(612)	(612)	7,873	8,326	(453)	over	(5.8%)	2
Payments to Contractors	5,271	6,343	(1,072)	(1,072)	4,430	5,381	(951)	over	(21.5%)	3
Transfer Payments	2,336	2,708	(372)	(372)	2,141	2,570	(429)	over	(20.0%)	4
Financing Charges	17	33	(16)	(16)	17	38	(21)	over	(123.5%)	
<b>Total Controllable Exp.</b>	33,961	36,244	(2,283)	(2,283)	30,209	32,214	(2,005)	over	(6.6%)	
<b>Total Controllable Inc.</b>	(902)	(1,255)	353	353	(705)	(1,006)	301	over recovered	42.7%	5
<b>Net Controllable Exp.</b>	33,059	34,989	(1,930)	(1,930)	29,504	31,208	(1,704)	over	(5.8%)	
<b>Transfer to Reserves (as at 03/01/20)</b>	0	0	0	0	0	0	0	-		
<b>Position After Transfers to Reserves (as at 03/01/20)</b>	33,059	34,989	(1,930)	(1,930)	29,504	31,308	(1,704)	over	(5.8%)	

## Variance Explanations

1. **Transport and Plant**

This reflects the costs of transporting children to and from school or respite.

2. **Payments to Other Bodies**

This overspend is due to the continuing demand for Fostering and Adoption Services.

3. **Payment to Contractors**

This overspend is due to the demand for children's residential schools and external placements.

4. **Transfer Payments**

This overspend is due to the increase in demand for Kinship Care.

5. **Income**

This is a recovery of costs from the Home Office for services provided to unaccompanied asylum seeking children in South Lanarkshire's children's care facilities.

## Budget Virements

## South Lanarkshire Council

## Revenue Budget Monitoring Report

Social Work Resources Committee: Period Ended 28 February 2020 (No.12)

## Adults and Older People Services

Budget Category	Annual Budget £000	Forecast for Year BEFORE Transfers £000	Annual Forecast Variance BEFORE Transfers £000	Annual Forecast Variance AFTER Transfers £000	Budget Proportion 28/02/20 £000	Actual 28/02/20 £000	Variance 28/02/20 £000		% Variance 28/02/20	Note
Employee Costs	60,420	61,751	(1,331)	(1,331)	53,998	55,065	(1,067)	over	(2.0%)	1
Property Costs	1,685	1,552	133	133	1,429	1,480	(51)	over	(3.6%)	2
Supplies & Services	4,660	4,747	(87)	(87)	3,728	3,838	(110)	over	(3.0%)	3
Transport & Plant	3,429	3,506	(77)	(77)	3,007	3,103	(96)	over	(3.2%)	4
Administration Costs	433	493	(60)	(60)	381	449	(68)	over	(17.08%)	5
Payments to Other Bodies	10,531	10,836	(305)	(305)	9,467	9,723	(256)	over	(2.79%)	6
Payments to Contractors	95,137	94,663	474	474	78,931	78,354	577	under	0.7%	8
Transfer Payments	7	14	(7)	(7)	6	13	(7)	over	(116.7%)	
Financing Charges	36	49	(13)	(13)	33	58	(25)	over	(75.8%)	
<b>Total Controllable Exp.</b>	<b>176,338</b>	<b>177,611</b>	<b>(1,273)</b>	<b>(1,273)</b>	<b>150,980</b>	<b>152,083</b>	<b>(1,103)</b>	<b>over</b>	<b>(0.7%)</b>	
<b>Total Controllable Inc.</b>	<b>(53,706)</b>	<b>(54,533)</b>	<b>827</b>	<b>827</b>	<b>(47,295)</b>	<b>(47,958)</b>	<b>663</b>	<b>over recovered</b>	<b>1.4%</b>	<b>8</b>
<b>Net Controllable Exp.</b>	<b>122,632</b>	<b>123,078</b>	<b>(446)</b>	<b>(446)</b>	<b>103,685</b>	<b>104,125</b>	<b>(440)</b>	<b>over</b>	<b>(0.4%)</b>	
<b>Transfer to Reserves (as at 03/01/20)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>		
<b>Position After Transfers to Reserves (as at 03/01/20)</b>	<b>122,632</b>	<b>123,078</b>	<b>(446)</b>	<b>(446)</b>	<b>103,685</b>	<b>104,125</b>	<b>(440)</b>	<b>over</b>	<b>(-0.4%)</b>	

## Variance Explanations

## 1. Employee Costs

This overspend is a result of Home Care recruitment for future vacancies to maintain staffing levels and overtime to meet service delivery.

## 2. Property Costs

The overspend reflects temporary security measures to protect non-operational care homes offset in part by savings generated through the installation of energy efficient boilers and a reduction in gas consumption.

## 3. Supplies and Services

The overspend relates to the licence costs of the new Home Care scheduling system.

## 4. Transport and Plant

This overspend reflects an increase in costs in for hired vehicles and passenger services provided by Fleet Services.

## 5. Administration Costs

This overspend is made up of a number of small administration variances.

## 6. Payments to Other Bodies

This overspend reflects the number of service users choosing a Direct Payment under the Self Directed Support legislation.

## 7. Payment to Contractors

This underspend reflects the current commitment for care. It also offsets the overspend in Direct Payments at payment to other bodies

## 8. Income

This over recovery relates to non-recurring income received from service users in respect of prior year care costs being higher than budgeted.

## Budget Virements



## South Lanarkshire Council

## Revenue Budget Monitoring Report

Social Work Resources Committee: Period Ended 28 February 2020 (No.12)

## Justice and Substance Misuse

<b>Budget Category</b>	<b>Annual Budget</b>	<b>Forecast for Year BEFORE Transfers</b>	<b>Annual Forecast Variance BEFORE Transfers</b>	<b>Annual Forecast Variance AFTER Transfers</b>	<b>Budget Proportion 28/02/20</b>	<b>Actual 28/02/20</b>	<b>Variance 28/02/20</b>		<b>% Variance 28/02/20</b>	<b>Note</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>			
Employee Costs	6,088	5,979	109	109	5,351	5,317	34	under	0.6%	a
Property Costs	71	70	1	1	60	63	(3)	over	(5.0%)	
Supplies & Services	140	120	20	20	104	57	47	under	45.2%	a
Transport & Plant	119	82	37	37	103	64	39	under	37.94%	
Administration Costs	455	462	(7)	(7)	440	440	0	over	0.00	a
Payments to Other Bodies	481	455	26	26	417	365	52	under	12.5%	a
Payments to Contractors	19	20	(1)	(1)	0	0	0	-	n/a	
Transfer Payments	6	11	(5)	(5)	5	8	(3)	Over	(60.0%)	
Financing Charges	10	22	(12)	(12)	10	26	(16)	over	(160.0%)	
<b>Total Controllable Exp.</b>	<b>7,389</b>	<b>7,221</b>	<b>168</b>	<b>168</b>	<b>6,490</b>	<b>6,340</b>	<b>150</b>	<b>under</b>	<b>2.3%</b>	
<b>Total Controllable Inc.</b>	<b>(6,069)</b>	<b>(6,057)</b>	<b>(12)</b>	<b>(12)</b>	<b>(5,506)</b>	<b>(5,495)</b>	<b>(11)</b>	<b>under recovered</b>	<b>(0.2%)</b>	<b>a</b>
<b>Net Controllable Exp.</b>	<b>1,320</b>	<b>1,164</b>	<b>156</b>	<b>156</b>	<b>984</b>	<b>845</b>	<b>139</b>	<b>under</b>	<b>14.1%</b>	
<b>Transfer to Reserves (as at 03/01/20)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>		
<b>Position After Transfers to Reserves (as at 03/01/20)</b>	<b>1,320</b>	<b>1,164</b>	<b>156</b>	<b>156</b>	<b>984</b>	<b>845</b>	<b>139</b>	<b>under</b>	<b>14.1%</b>	

## Variance Explanations

## Budget Virements

- a. Incorporation of S27 grant for Caledonian Men's Programme Net Effect £0m. Employee Costs £0.123m, Supplies and Services £0.027m, Income (£0.150m)

## South Lanarkshire Council

## Revenue Budget Monitoring Report

Social Work Resources Committee: Period Ended 28 February 2020 (No.12)

## Performance and Support

<b>Budget Category</b>	<b>Annual Budget</b>	<b>Forecast for Year BEFORE Transfers</b>	<b>Annual Forecast Variance BEFORE Transfers</b>	<b>Annual Forecast Variance AFTER Transfers</b>	<b>Budget Proportion 28/02/20</b>	<b>Actual 28/02/20</b>	<b>Variance 28/02/20</b>		<b>% Variance 28/02/20</b>	<b>Note</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>			
Employee Costs	6,587	6,666	(79)	(79)	5,852	5,852	0	over	(0.0%)	
Property Costs	575	512	63	63	493	424	69	under	14.0%	
Supplies & Services	437	520	(83)	(83)	427	489	(62)	over	(14.5%)	1
Transport & Plant	227	179	48	48	203	158	45	under	22.2%	
Administration Costs	359	329	30	30	294	248	46	under	15.6%	
Payments to Other Bodies	35	36	(1)	(1)	34	34	0	under	0.00%	
Payments to Contractors	0	0	0	0	0	0	0	-	n/a	
Transfer Payments	0	0	0	0	0	0	0	-	n/a	
Financing Charges	200	200	0	0	199	206	(7)	under	(3.5%)	
<b>Total Controllable Exp.</b>	<b>8,420</b>	<b>8,442</b>	<b>(22)</b>	<b>(22)</b>	<b>7,502</b>	<b>7,411</b>	<b>91</b>	<b>under</b>	<b>1.2%</b>	
<b>Total Controllable Inc.</b>	<b>(763)</b>	<b>(766)</b>	<b>3</b>	<b>3</b>	<b>(567)</b>	<b>(555)</b>	<b>(12)</b>	<b>under recovered</b>	<b>2.1%</b>	
<b>Net Controllable Exp.</b>	<b>7,657</b>	<b>7,676</b>	<b>(19)</b>	<b>(19)</b>	<b>6,935</b>	<b>6,856</b>	<b>79</b>	<b>-</b>	<b>1.1%</b>	
<b>Transfer to Reserves (as at 03/01/20)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>		
<b>Position After Transfers to Reserves (as at 03/01/20)</b>	<b>7,657</b>	<b>7,676</b>	<b>(19)</b>	<b>(19)</b>	<b>6,935</b>	<b>6,856</b>	<b>79</b>	<b>under</b>	<b>1.1%</b>	

## Variance Explanations

## 1. Supplies and Services

This overspend relates to the Social Work contribution to the Electronic Data Record Management System

## Budget Virements

# Report

4

Report to: **Social Work Resources Committee**  
 Date of Meeting: **20 May 2020**  
 Report by: **Executive Director (Finance and Corporate Resources)  
 Director, Health and Social Care**

Subject: **Capital Budget Monitoring 2019/2020 - Social Work Resources**

## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ provide information on the progress of the capital programme for Social Work Resources for the period 1 April 2019 to 28 February 2020.

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the Social Work Resources capital programme of £2.729 million, and expenditure to date of £0.605 million be noted; and
- (2) that the projected outturn of £0.6 million be noted.

## 3. Background

3.1. This is the fifth capital monitoring report presented to the Social Work Resources Committee for the financial year 2019/2020.

3.2. The budget reflects the programme for the year (Executive Committee, 29 May 2019). There have been no further budget adjustments this financial year.

3.3. The report details the financial position for Social Work Resources in Appendix A.

## 4. Employee Implications

4.1. None

## 5. Financial Implications

5.1. The total capital programme for Social Work Resources for 2019/2020 is £2.729 million.

### 5.2. 2019/20 Outturn

The predicted spend position for this financial year, advised by Housing and Technical Resources, is an outturn of £0.6 million. This is an underspend of £2.1 million. As reported to this Committee previously, this mainly relates to the expected timing of project spend on the Blantyre Care Facility project. Funding will carry forward into next financial year.

5.3. The year-end position is being prepared and this will be reported to Executive Committee in June 2020. It is anticipated that the ongoing implications of COVID-19,

including the closure of construction sites in advance of the financial year end, will likely impact on the level of capital spend achieved this financial year.

5.4. 2019/20 Monitoring

Anticipated spend to date was £2.498 million, and £0.605 million has been spent. This represents a position of £1.893 million behind profile and this is due to the timing of project spend, which is reflected in the outturn position noted at section 5.2.

**6. Climate Change, Sustainability and Environmental Implications**

- 6.1. There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.

**7. Other Implications**

- 7.1. The main risk associated with the Council's Capital Programme is that there is an overspend. The risk has been assessed as low given the detailed project management plans prepared and monitored for each project. The risk of overspend is managed through four weekly Investment Management Meetings.

**8. Equality Impact Assessment and Consultation Arrangements**

- 8.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.
- 8.2. There was also no requirement to undertake any consultation in terms of the information contained in this report.

**Paul Manning**

**Executive Director (Finance and Corporate Resources)**

**Val de Souza**

**Director, Health and Social Care**

29 April 2020

**Link(s) to Council Values/Ambitions/Objectives**

- Accountable, Effective, Efficient and Transparent

**Previous References**

- Executive Committee, 29 May 2019

**List of Background Papers**

- Financial ledger to 28 February 2020

**Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

Lorraine O'Hagan, Finance Manager (Strategy)

Ext: 2601 (Tel: 01698 452601)

E-mail: [lorraine.o'hagan@southlanarkshire.gov.uk](mailto:lorraine.o'hagan@southlanarkshire.gov.uk)

**South Lanarkshire Council**  
**Capital Expenditure 2019-2020**  
**Social Work Resources Programme**  
**For Period 1 April 2019 – 28 February 2020**

<b><u>Social Work Resources</u></b>	Base Budget £000	Budget Adjustments £000	Slippage £000	Total Budget £000	Budget to Date £000	Actual Expenditure £000	2019/20 Outturn £000
Social Work - Care Facilities	2,716	0	0	2,716	2,485	592	592
Social Work – Other	13	0	0	13	13	13	13
<b>TOTAL</b>	<b>2,729</b>	<b>0</b>	<b>0</b>	<b>2,729</b>	<b>2,498</b>	<b>605</b>	<b>605</b>



# Report

5

Report to: **Social Work Resources Committee**  
 Date of Meeting: **20 May 2020**  
 Report by: **Executive Director (Finance and Corporate Resources)  
 Director, Health and Social Care**

Subject: **Workforce Monitoring – January to March 2020 - Social Work Resources**

## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide employment information for January to March 2020 relating to Social Work Resources.

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the following employment information for January to March 2020 relating to Social Work Resources be noted:-
- ◆ attendance statistics;
  - ◆ occupational health;
  - ◆ accident/incident statistics;
  - ◆ discipline, grievance and dignity at work cases;
  - ◆ analysis of leavers and exit interviews

## 3. Background

3.1. As part of the Council's performance management arrangements, regular workforce monitoring reports are submitted to Committee. This report for Social Work Resources provides information on the position for January to March 2020.

## 4. Monitoring Statistics

### 4.1. Attendance Statistics (Appendix 1)

Information on absence statistics is analysed for the month of March 2020 for Social Work Resources.

The Resource absence figure for March 2020 was 7.4%, which represents a decrease of 0.1% when compared to the previous month and is 1.2% higher than the Council-wide figure. Compared to March 2019, the Resource absence figure has increased by 1.6%.

Based on the absence figures at March 2020 and annual trends, the annual average absence for the Resource for 2019/2020 is 6.6%, compared to a Council-wide average figure of 4.8%.

For the financial year 2019/2020, the average days lost per employee equates to 14.4 days, compared with the overall figure for the Council of 11.1 days per employee.

Managers follow the procedures outlined in the Maximising Attendance Policy to support employees to remain at work, or to return to work after a sickness absence. There are comprehensive employee supports in place and additionally, Personnel Services work in close partnership with line managers and Resource Management Teams on a case management basis to ensure that appropriate actions are taken.

The attendance information contained in this report includes absences as a result of Covid-19, as these began to impact on attendance figures in March. It is anticipated that respiratory absences will continue to increase over subsequent months and that Resource and Council absence rates will increase as a result. Employees are being supported through this difficult time to maintain attendance levels where they can.

**4.2. Occupational Health (Appendix 2)**

In terms of referrals to occupational health, which include medical examinations and physiotherapy, 421 referrals were made this period, a decrease of 3 when compared with the same period last year.

**4.3. Accident/Incident Statistics (Appendix 2)**

There were 24 accidents/incidents recorded within the Resource this period, an increase of 2 when compared to the same period last year.

**4.4. Discipline, Grievance and Dignity at Work (Appendix 2)**

There were 6 disciplinary hearings held within the Resource this period, which is a decrease of 8 when compared with the same period last year. There was 1 grievance hearing, which remains unchanged when compared with the same period last year. There was 1 Dignity at Work complaint raised within the Resource this period, which is a decrease of 1 when compared with the same period last year.

**4.5. Analysis of Leavers (Appendix 2)**

There were 38 leavers in the Resource this period who were eligible for an exit interview, an increase of 7 when compared with the same period last year. Exit interviews were held with 14 employees.

**4.6. From September 2019, when processing an employee termination, managers were asked to identify whether they intended to replace the employee who had left the Council. If they indicated that they did not intend to replace the employee, they were asked to select from four options:**

- ◆ plan to hold for savings
- ◆ fill on a fixed term basis pending savings
- ◆ transfer budget to another post
- ◆ end of fixed term contract

**4.7. Appendix 2a provides a breakdown of vacant posts and whether these are being replaced or held for savings. In the period January to March 2020, 65 (51.41 FTE) employees in total left employment and managers indicated that all posts are being filled.**

**4.8 The cumulative figure for the period April 2019 – March 2020 is therefore that there were 179 (150.83 FTE) vacant posts in the Resource. Of these, 177 (149.01 FTE) were being filled through a recruitment process, 1 (0.88 FTE) was transferring the budget to another post and the remaining 1 (0.95 FTE) was being held pending**



savings discussions. It should be noted that some of the posts at recruitment may be currently covered on a fixed term basis pending recruitment.

## **5 Employee Implications**

- 5.1. There are no implications for employees arising from the information presented in this report.

## **6. Financial Implications**

- 6.1. All financial implications are accommodated within existing budgets.

## **7. Climate Change, Sustainability and Environmental Implications**

- 7.1 There are no Climate Change, Sustainability and Environmental Implications arising from the information presented in this report.

## **8. Other Implications**

- 8.1. There are no implications for sustainability or risk in terms of the information contained within this report.

## **9. Equality Impact Assessment and Consultation Arrangements**

- 9.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.
- 9.2. There was no requirement to undertake any consultation in terms of the information contained in this report.

**Paul Manning**

**Executive Director (Finance and Corporate Resources)**

**Val de Souza**

**Director, Health and Social Care**

15 April 2020

## **Link(s) to Council Values/Ambitions/Objectives**

- ◆ Accountable, effective, efficient and transparent
- ◆ Fair, open and sustainable
- ◆ Ambitious, self aware and improving
- ◆ Excellent employer
- ◆ Focused on people and their needs
- ◆ Working with and respecting others

## **Previous References**

- ◆ Social Work Resources – 4 March 2020

## **List of Background Papers**

- ◆ Monitoring information provided by Finance and Corporate Resources

**Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

Janet McLuckie, Personnel Officer

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E-mail: [Janet.McLuckie@southlanarkshire.gov.uk](mailto:Janet.McLuckie@southlanarkshire.gov.uk)

**ABSENCE TRENDS - 2017/2018, 2018/2019 & 2019/2020**  
**Social Work Resources**

APT&C				Manual Workers				Resource Total				Council Wide			
	2017 / 2018	2018 / 2019	2019 / 2020		2017 / 2018	2018 / 2019	2019 / 2020		2017 / 2018	2018 / 2019	2019 / 2020		2017 / 2018	2018 / 2019	2019 / 2020
April	5.0	5.3	5.0	April	5.6	6.2	6.9	April	5.2	5.6	5.6	April	3.9	4.1	4.0
May	4.9	5.1	5.6	May	4.1	6.2	7.7	May	4.6	5.4	6.3	May	4.2	4.2	4.4
June	5.3	5.2	5.8	June	4.6	6.3	6.9	June	5.1	5.6	6.2	June	3.9	4.3	4.4
July	4.8	5.2	5.1	July	4.9	6.4	7.7	July	4.8	5.6	5.9	July	3.0	3.4	3.4
August	4.9	5.0	5.9	August	4.7	5.9	6.7	August	4.8	5.3	6.2	August	3.2	3.6	3.7
September	5.0	5.0	6.2	September	5.2	6.1	6.8	September	5.1	5.4	6.4	September	4.0	4.4	4.5
October	4.2	5.7	6.1	October	5.8	5.6	6.5	October	4.8	5.6	6.2	October	4.1	4.4	4.6
November	4.4	5.4	6.8	November	5.9	5.3	6.8	November	4.9	5.4	6.8	November	4.8	5.1	5.5
December	5.6	5.1	6.9	December	6.1	6.9	8.7	December	5.7	5.7	7.5	December	5.1	4.8	5.7
January	5.5	5.2	6.2	January	7.3	8.4	9.5	January	6.1	6.2	7.3	January	5.0	4.9	5.3
February	6.1	5.5	6.8	February	5.8	8.5	8.8	February	6.0	6.5	7.5	February	5.0	5.2	5.6
March	5.7	5.4	6.8	March	6.5	6.5	8.5	March	5.9	5.8	7.4	March	4.7	4.9	6.2
Annual Average	5.1	5.3	6.1	Annual Average	5.5	6.5	7.6	Annual Average	5.3	5.7	6.6	Annual Average	4.2	4.4	4.8
Average Apr-Mar	5.1	5.3	6.1	Average Apr-Mar	5.5	6.5	7.6	Average Apr-Mar	5.3	5.7	6.6	Average Apr-Mar	4.2	4.4	4.8

No of Employees at 31 March 2020	1827	No of Employees at 31 March 2020	1146	No of Employees at 31 March 2020	2973	No of Employees at 31 March 2020	15781
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For the financial year 2019/20, the projected average days lost per employee equates to 14.4 days.

## SOCIAL WORK RESOURCES

	Jan-Mar 2019	Jan-Mar 2020
<b>MEDICAL EXAMINATIONS</b>		
Number of Employees Attending	129	140
<b>EMPLOYEE COUNSELLING SERVICE</b>		
Total Number of Referrals	21	23
<b>PHYSIOTHERAPY SERVICE</b>		
Total Number of Referrals	172	140
<b>REFERRALS TO EMPLOYEE SUPPORT OFFICER</b>	93	109
<b>REFERRALS TO COGNITIVE BEHAVIOUR THERAPY</b>	9	9
<b>TOTAL</b>	<b>424</b>	<b>421</b>

CAUSE OF ACCIDENTS/INCIDENTS	Jan-Mar 2019	Jan-Mar 2020
Fatal	1	0
Specified Injuries*	1	1
Over 7 day absences	2	3
Over 3 day absences**	3	0
Minor	7	13
Violent Incident: Physical****	4	5
Violent Incident: Verbal*****	4	2
<b>Total Accidents/Incidents</b>	<b>22</b>	<b>24</b>

\*A Specified Injury is any fracture (other than to the fingers, thumbs or toes), amputation, loss of sight, serious burns, crushing injury, scalping, loss of consciousness caused by asphyxiation/ head injury, a chemical or hot metal burn to the eye or penetrating injury as defined by the HSE.

\*\*Over 3 day / over 7day absence is an injury sustained outwith specified injury category that results in a period of absence of absence as defined by the HSE.

\*\*\*Near Miss - Any unexpected, unplanned occurrence (except Dangerous Occurrences) that does not lead to injury of persons, damage to property, plant or equipment but may have done so in different circumstance.

\*\*\*\*Physical violent incidents are included in the "Specified" figures, where applicable, to provide the "Total Specified" figures.

\*\*\*\*Physical violent incidents and \*\*\*\*\* Verbal Violent Incidents are included in the "Over 3-day or Over 7-day" figures, where applicable, to provide the "Total Over 3-day or Over 7-day" figures.

\*\*\*\*Physical Violent Incidents and \*\*\*\*\* Verbal Violent Incidents are included in the "Minor" figures, where applicable, to provide the "Total Minor" figures.

RECORD OF DISCIPLINARY HEARINGS	Oct-Dec 2017	Oct-Dec 2018
Total Number of Hearings	14	6

## Time Taken to Convene Hearing Jan - Mar 2020

0-3 Weeks  
2

4-6 Weeks  
1

Over 6 Weeks  
3

RECORD OF GRIEVANCE HEARINGS	Jan-Mar 2019	Jan-Mar 2020
Number of Grievances	1	1
Number Resolved at Stage 2	1	0
Still in Progress	0	1

RECORD OF DIGNITY AT WORK	Jan-Mar 2019	Jan-Mar 2020
Number of Incidents	2	1
Number Resolved at Formal Stage	2	0
Still in Process	0	1

ANALYSIS OF REASONS FOR LEAVING	Jan-Mar 2019	Jan-Mar 2020
Career Advancement	2	3
Poor Relationship with Manager/Colleagues	0	1
Moving Outwith Area	0	1
Travelling Difficulties	1	0
Further Education	0	1
Childcare/caring responsibilities	0	2
Other	5	6
<b>Number of Exit Interviews conducted</b>	<b>8</b>	<b>14</b>

<b>Total Number of Leavers Eligible for Exit Interview</b>	<b>31</b>	<b>38</b>
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<b>Percentage of interviews conducted</b>	<b>26%</b>	<b>37%</b>
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	Jan 2020 - Mar 2020		Reconciliation figure Apr 2019 - Dec 2019		Cumulative total	
	FTE*	H/C**	FTE	H/C	FTE	H/C
Terminations/Leavers	51.41	65	99.42	114.00	150.83	179
Being replaced	51.41	65	97.60	112.00	149.01	177
Held pending savings	0.00	0	0.95	1.00	0.95	1
Filled on fixed term basis	0.00	0	0.00	0.00	0.00	0
Budget transfer to other post	0.00	0	0.88	1.00	0.88	1
End of fixed term contract	0.00	0	0.00	0.00	0.00	0

\* Full time equivalent

\*\* Head count/number of employees



# Report

Report to: **Social Work Resources Committee**  
Date of Meeting: **20 May 2020**  
Report by: **Director, Health and Social Care**

Subject: **Rates and Charges for Care Services for 2020/2021**

## 1. Purpose of Report

1.1. The purpose of the report is to:-

- request Committee approval for the 2020/2021 Rates and Charges for Care Services

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the implementation of the revised rates and associated arrangements to residential and nursing care rates, as detailed in section 4 of the report, be approved;
- (2) that the implementation of revised charges to nursing and residential respite charges as detailed in section 5 of the report be approved;
- (3) that the implementation of the revised rates and associated arrangements for care at home, supported living and day care, as detailed in section 6 of the report, be approved; and
- (4) that the implementation of the revised rates for non-residential charges and associated arrangements, as detailed in section 7 of the report, be approved.

## 3. Background

- 3.1. Each year, Social Work Resources require to confirm the rates and charges which will be adopted for residential, nursing, supported living, non-residential Care Services and Care at Home Services. The rates which will be charged to other local authorities for Care Services must also be set.
- 3.2. The Council's Social Care providers face unprecedented operational and financial challenges in responding to Covid-19 and support will be provided in accordance with Scottish Government guidance and the principle of provider support set out by COSLA. The Council will also respond to Scottish Government and COSLA guidance in respect of charging arrangements for supported persons. It is anticipated that the financial impacts of Covid-19 will continue to emerge during financial year 2020/2021 and the Council will be responsive in considering support measures for providers.
- 3.3. In response to the Covid-19 emergency, Scottish Government and COSLA have recommended a national living wage uplift for contractual hourly rates paid to adult

social care providers. The Council's approach to this uplift is set out in section 6 of the report.

#### **4. Residential and Nursing Care Rates**

- 4.1. Scotland Excel, Scottish Care, and the Coalition of Care and Support Providers in Scotland (CCPS) have undertaken a review of the 2020/2021 fee levels associated with providing nursing and residential care for older people in Scotland.
- 4.2. Scotland Excel confirmed in April 2020 that agreement had been reached with Scottish Care and CCPS. The rate for nursing care will increase by 3.51% to £740.00 per week and the rate for residential care will increase by 3.54% to £635.79 per week. These rates will also be adopted for the in-house residential care homes to ensure equity for all residents within in-house and private sector care homes. This will also form the basis for the charge to other local authorities that have placed users within the in-house care homes.
- 4.3. Each resident's financial contribution towards their residential care costs is based on an assessment of their ability to pay in line with the National Assistance (Assessment of Resources) (Scotland) Regulations 1992, as amended.
- 4.4. The Free Personal and Nursing Care Payment rates are revised annually by the Scottish Government. Rates will increase to £180 per week for personal care and £81 per week for nursing care from 1 April 2020.
- 4.5. It is proposed to increase the current rates for adult residential care up to a maximum of 3.54%.
- 4.6. It is proposed to continue to adopt the COSLA agreement to accept, for placements out with South Lanarkshire, the rates set and agreed by the relevant host authority where applicable.
- 4.7. The Council is not bound by statute to set a rate for the provision of residential accommodation for children, however, a charge is set to allow the Council to recover the cost of placements by other local authorities. It is, therefore, proposed to increase charges to other local authorities to £2,644 per place per week, effective from 1 April 2020. This increase will have no impact on service users within South Lanarkshire.

#### **5. Nursing and Residential Respite Charges**

- 5.1. The National Assistance (Assessment of Resources) Regulations 1992 state that for the first eight weeks of respite, authorities should charge "the amount it appears reasonable to the local authorities for the resident to pay".
- 5.2. In deciding what is "reasonable", authorities should consider the individual's outgoing expenses and commitments at home. The nursing and residential respite charge is, therefore, based on the standard minimum guaranteed income less personal allowance and increases in line with the Department for Work and Pensions increases in state benefits.



- 5.3. It is proposed to increase the nursing and residential respite charge for older people by £5.50 to £145.00 per week, effective from 1 April 2020, in line with the Department for Work and Pensions' increase.
- 5.4. The increase to the nursing and residential respite charge will be met by the net increase in Department for Work and Pensions' benefits available to individuals. This practice is consistent with the approach adopted in previous years.
- 5.5. It is proposed that the nursing and residential respite charge for adults remains unchanged for 2020/2021 at £84.45 per week.

## **6. Care at Home, Supported Living and Day Care Rates**

- 6.1. In recognition of the Covid-19 emergency response, Scottish Government and COSLA have recommended a national pay uplift of 3.3% for 2020/2021 to alleviate the pressure of local negotiation on both Councils and providers at this time. However, the Council had already planned budgeted rates for social care services reflecting the increase in Living Wage to £9.30 per hour and other associated provider costs at an overall increased rate of 4.1% (4.5% for sleepovers). As this uplift has been included in the Health and Social Care budget, it is recommended that the Council proceeds with the planned uplift, which exceeds the Scottish Government recommendation.
- 6.2. The rate paid by the Council for care at home, supported living and day care will therefore increase to £17.08 per hour (increase of £0.67, 4.1%) effective from 1 April 2020. An uplift of £0.50 (4.5%) is proposed for sleepover rates to increase this to a standard rate of £11.55 per hour.
- 6.3. The Care at Home framework rate is currently adopted for South Lanarkshire Council's in-house Home Care Service. This ensures equity for all service users receiving a Care at Home Service. Therefore, it is proposed that this rate is also increased to £17.08 per hour.
- 6.4. It is proposed to continue to adopt the COSLA agreement to accept, for services provided outwith South Lanarkshire, the rates set and agreed by the relevant host authority where applicable.

## **7. Non-Residential Care Service Charges**

- 7.1. The charging policy for non-residential Care Services continues to be based on an assessment of the service user's ability to pay towards the cost of care.
- 7.2. In line with previous years, it is also proposed that the charging policy in respect of non-residential Care Services be amended to reflect the thresholds recommended by COSLA for 2020/2021, effective from 1 April 2020. If the income of service users falls below this threshold, no contribution would be required.
- 7.3. In arriving at the contribution payable by users towards the cost of their Care Services, a calculation is completed to determine their assessable income to which a percentage taper is then applied. This then determines the maximum level of contribution that service users will make. The level of the percentage taper is set by the Council and will remain at 60% for 2020/2021.

- 7.4. The following flat rate charges are determined by the Council's corporate Charging Policy and provided for information only:

<b>Service</b>	<b>2020/2021 Rate</b>	<b>Status</b>
Lunch Clubs	£3.08 per meal	Increase of 2.8%
Frozen meals	£3.19 per meal	Contractual price agreed by Scotland Excel effective from May 2020
Community Alarm	£1.63 per week	Increase of 2.8%

- 7.5. A rate for non-residential Care Services requires to be set to allow other local authorities using South Lanarkshire Council's services to be charged. It is proposed to increase charges to other local authorities by £1, effective from 1 April 2020. This will have no impact on service users within South Lanarkshire. The relevant rates are detailed below:

<b>Service</b>	<b>2020/2021 Rate</b>
Integrated community facilities	£121 per day
Day care centres	£136 per day

## **8. Employee Implications**

- 8.1. There are no employee implications associated with this report.

## **9. Financial Implications**

- 9.1. The additional expenditure associated with the increase in rates across the various categories detailed in the report will be met from existing revenue budgets. Additional income generated as a result of the increase in charges for other local authorities will offset the increases in the cost of service delivery.

## **10 Climate Change, Sustainability and Environmental Implications**

- 10.1 There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.

## **11. Other Implications**

- 11.1. There is a risk that service users may refuse to receive the Care Services which they have been assessed as requiring as a result of an increase in the charge for those services. Effective risk management arrangements are an integral part of the delivery of Social Care Services and all clients will undergo a risk assessment. The Director has discretion to exercise her authority in terms of the Social Work Scotland Act 1968 to abate or waive charges on a case by case basis where a service user, due to their financial circumstances, has difficulty in meeting the approved cost of the service.
- 11.2. There are no other issues arising from this report.

## **12. Equality Impact Assessment and Consultation Arrangements**

12.1. There are no requirements to carry out an impact assessment in terms of the proposals contained within this report.

12.2. There was no requirement to undertake any consultation in terms of the information contained within this report.

**Val de Souza**  
**Director, Health and Social Care**

24 April 2020

### **Link(s) to Council Values/Ambitions/Objectives**

- Deliver better health and social care outcomes for all
- Accountable, effective, efficient and transparent
- Fair, open and sustainable

### **Previous References**

None

### **List of Background Papers**

None

### **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

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# Report

7

Report to:	<b>Social Work Resources Committee</b>
Date of Meeting:	<b>20 May 2020</b>
Report by:	<b>Director, Health and Social Care</b>

Subject:	<b>Protecting, Supporting and Promoting Breastfeeding in South Lanarkshire</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ provide the Committee with an update on the current breastfeeding position across South Lanarkshire

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the content of the report be noted;
- (2) that Committee members draw on the advantages of their roles as leaders and influencers to support Lanarkshire's strategic vision;
- (3) that a multi-strand working group approach to promote South Lanarkshire as an area of high breastfeeding engagement be approved; and
- (4) that we collectively promote a supportive environment to allow the development of a detailed action plan to be considered at a future Committee.

## 3. Background

- 3.1. South Lanarkshire Council recognises the short and long term advantages of breastfeeding for both mother and baby and supports breastfeeding as the optimal infant feeding choice for all parents. However, breastfeeding rates in South Lanarkshire are low and NHS Lanarkshire are developing enhanced strategies to increase these rates.
- 3.2. Getting It Right For South Lanarkshire Children, Young People and Families Integrated Children's Service plan 2017-2020 and associated action plan highlights breastfeeding as an area for improvement.
- 3.3. Moderate increase in breastfeeding rates can reduce chronic condition rates, positively impact on cognitive ability, can reduce childhood obesity and Sudden Infant Death Syndrome (UNICEF – Preventing disease and saving resources: the potential contribution of increasing breastfeeding rates in the UK).
- 3.4. The action plan includes scoping out partnership strategies to improve the rate of breastfeeding at birth and 6-8 weeks.

## 4. Current Position

- 4.1. The baby friendly initiative enables mothers to receive this help within healthcare services, delivering a holistic, child-rights based pathway for improving care.

Through their staged accreditation programme services are enabled to support families with feeding and to help parents build a close and loving relationship with their baby.

- 4.2. NHS Lanarkshire has had full UNICEF accreditation for many years and is planning to progress to become accredited as a Gold Baby Friendly Service which focuses on achieving sustainability of standards and as such a reduction in the variability of practice and the effect this has on rates.
- 4.3. Breastfeeding Rates in Scotland are monitored and published annually. A critical indicator is the percentage of babies still being breastfed at the six to eight week review by the GP. Scottish Government statistics show that the Scottish average of babies exclusively breastfed at the six to eight week review in 2017-2018 was 30.7% with South Lanarkshire showing 22%. Latest figures demonstrate a gradual increase in breastfeeding rates in South Lanarkshire:

	14/15	15/16	16/17	17/18	18/19
Exclusive Breastfeeding %	19.5	19.7	23.1	22.1	24.7
Any Breastfeeding %	26.5	27.1	30.2	30.4	32.2
Ever Breastfeeding			51.9	53.8	53.3
Attrition			-37.5	-42.5	-39.6

- 4.4. In making a positive shift towards improving breastfeeding rates in Lanarkshire it is essential that the profile of breastfeeding is increased and sustained at a high level. In addition, a co-ordinated strategic approach is required which engages key stakeholders such as the NHS, local authority, local population, education and community leaders to start a different conversation about breastfeeding, enabling this to become the first choice of feeding Lanarkshire's babies.
- 4.5. Organisations have an obligation under law to ensure premises and staff are aware of this act and breastfeeding women feel confident and supported to breastfeed anywhere in Lanarkshire.
- 4.6. Key to supporting broader culture challenge associated with increased breastfeeding, South Lanarkshire Council in partnership with NHS Lanarkshire will further develop opportunities to incorporate breastfeeding awareness into the education curriculum from nursery through to secondary school with a view to bringing about increased change in culture and attitudes to breastfeeding.
- 4.7. In addition to this, a cross resource/partner short-life working group to support the Council's broader approach in South Lanarkshire should be progressed.
- 4.8. The Committee should support the broader culture challenge associated with increased breastfeeding. The Council, in partnership with NHS Lanarkshire, will further develop opportunities to incorporate breastfeeding awareness into the education curriculum from nursery through to secondary school, with a view to bringing about increased change in culture and attitudes to breastfeeding.
- 4.9. The Committee would consider access to appropriate breastfeeding facilities within our areas, and as part of any refurbishment of Council premises. The Committee will promote breastfeeding facilities to internal and external audiences where those facilities are currently in place. In addition, Corporate Communications will work with colleagues in NHS Lanarkshire to share promotional messages through the Council's channels.

## **5. Employee Implications**

- 5.1. There are no employee implications associated with this report.

## **6. Financial Implications**

- 6.1. The law requires that an employer provides an appropriate facility (both rooms and refrigeration equipment) for employees to breastfeed. While it is likely that existing facilities are available in all larger buildings, there are likely to be costs associated with providing such facilities in some Council buildings. This would be progressed or agreed in line with current approval routes for any such changes.

## **7. Climate Change, Sustainability and Environmental Implications**

- 7.1. There are no climate change, sustainability or environmental issues associated with this report.

## **8. Other Implications**

- 8.1. Associated risks lie with inaction. South Lanarkshire is currently very low in terms of breastfeeding rates – this continues to reinforce poor health outcomes in some areas.

- 8.2. Low levels of breastfeeding are linked to a range of socio-economic factors including areas of deprivation, lack of knowledge and difficulty in continuing to do so while managing a need to return to work. Encouraging and supporting breastfeeding is recognised as an important public health activity. There is good evidence that breastfeeding in infancy has a protective effect against many childhood illnesses. Other probable benefits include improved cognitive and psychological development, and a reduced risk of childhood obesity. There is evidence that women who breastfed have lower risks of breast cancer, Type 2 diabetes, epithelial ovarian cancer and hip fracture later in life. The proposed approach supports the Council's responsibility to reduce socio-economic disadvantage. It also evidences that South Lanarkshire is active in recognising, respecting and promoting the rights of children.

## **9. Equality Impact Assessment and Consultation Arrangements**

- 9.1. The report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required. However there does require to be consideration of equality issues under Part 1 of the Children and Young Persons Act, this could be considered by the short life working group.

**Val de Souza**

**Director, Health and Social Care**

29 April 2020

## **Link(s) to Council Values/Ambitions/Objectives**

- Deliver better Health and Social Care for all
- Accountable, Effective, Efficient and Transparent

**Previous References**

- none

**List of Background Papers**

- Getting it Right for Every Child: Children's Services Plan 2017-2020
- South Lanarkshire Council Breastfeeding Mothers Policy

**Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

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# Report

**8**

Report to:	<b>Social Work Resources Committee</b>
Date of Meeting:	<b>20 May 2020</b>
Report by:	<b>Director, Health and Social Care</b>

Subject:	<b>COVID-19 Update</b>
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## **1. Purpose of Report**

1.1. The purpose of the report is to:-

- ♦ provide an update on the response and key activities of the Health and Social Care Partnership during the COVID-19 pandemic

## **2. Recommendation(s)**

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the contents of this report be noted;
- (2) that the commitment of staff across the Health and Social Care Partnership, including internal, external and third sector providers, to respond positively and selflessly to support the community of South Lanarkshire be commended; and
- (3) that the support provided to the Partnership from staff who have been redeployed from other job roles and people who have volunteered be commended.

## **3. Background**

- 3.1. The Partnership has been refocusing its resources on key activities that will support the community in responding to the prevailing COVID-19 situation.
- 3.2. Working with Acute colleagues to support patient flow and optimise access to critical functions, the measures that have been put in place are designed to support core functions and to ensure that services for the most vulnerable, such as Care at Home, Community Nursing, Primary Care and care homes, are maintained.
- 3.3. This update highlights the key activities and ongoing challenges across the Partnership at this critical time.

## **4. Update on Key Activities and Ongoing Challenges**

- 4.1. Workforce - Committee members will be aware that a significant proportion of the Social Care workforce are middle aged and there are significant numbers of staff who have underlying health conditions. The Health and Social Care Service is also delivered to vulnerable patient groups and service users who are at heightened risk should they become infected with COVID-19. The aggregated nature of these circumstances has resulted in staff being amongst the groups who are shielded or vulnerable and not able to attend their workplace. Further to this, there are substantial cohorts of staff who are required to self-isolate for a period due to either themselves or a close family member being symptomatic. Whilst some staff groups

are successfully working from home, those who deliver direct care such as community nurses, home carers or residential care staff cannot and are therefore unavailable for work. At the present time, some Health and Social Care teams are experiencing up to 25% of staff being unavailable. A key area of concern therefore is maintaining enough staffing levels to maintain essential services.

- 4.2. The Social Care Service has stood down services which are non-essential and/or at increased risk during this period. It is focusing on critical and statutory services such as Public Protection and the delivery of care to the most vulnerable either in their own home or care homes.
- 4.3. A key task for the Partnership has been to rapidly free up space in the acute hospitals in anticipation of a peak in COVID-19 related demand for beds. This has been successfully achieved but has necessitated the opening of temporary facilities and the purchasing of additional Nursing Care Home beds. This includes the following:
  - 4.3.1. Resources have been required to deliver additional care at a point in time where the community workforce is depleted across the entire Social Care sector. There has been limited capacity to start new Care at Home Services and consequently the flow of new people into this service has slowed. To maintain flow from acute into the community, one former South Lanarkshire Council (SLC) Care Home, McWhirters House in Larkhall, has now been temporarily re-commissioned as a step-down facility and is staffed to support service users with lower level needs. McWhirters is primarily being used for people who should be at home but where there is no service availability due to the circumstances. OT's from the Hamilton Locality are also involved in the Intermediate Care Team at McWhirters House and the model has successfully reduced dependency prior to discharge home.
  - 4.3.2. Kirkton Care Home has also been recommissioned and a full staff team is on standby should this additional capacity be required.
  - 4.3.3. Health and Social Care Partnership (HSCP) staff have also been operating from an empty wing of Bothwell Castle Care Home responding to more complex delayed discharge cases. However, this is now being stood down as our internal resource have become operational.
  - 4.3.4. These units have been staffed through a combination of redeploying residential staff, day care staff and using other Council employees including Leisure Services staff. NHS Lanarkshire (NHSL) and HSCP managers have delivered training to support these employees into a Social Care role. It should also be noted that Leisure Services staff are also supporting Care at Home teams through both care delivery and welfare calls where lower level care has been stepped down meantime.
- 4.4. The Care at Home team have been working closely with Community Resources and Education to set up a Community Meals Service. This is a model that some other partnerships already have in place as a business as usual model. This service involves the delivery of meals in lieu of a Home Carer being required to attend to prepare a meal. The service was rolled out in SLC from the 3 April 2020 initially starting in East Kilbride, but now fully operational. 75 staff from Education and Community Resources have stepped forward to support this initiative which will allow Home Carers to concentrate on personal care tasks.

- 4.5. The NHS focused element of the Partnership has also been standing up and down services to safely meet the needs of our patients.
- 4.5.1. As the host Partnership for Primary Care and Out of Hours (OOH), the HSCP has established a pan-Lanarkshire COVID-19 Assessment Hub as required by the Scottish Government. One of the HSCP Locality Managers has led this work for Lanarkshire.
- 4.5.2. A Phone Triage Hub and an Assessment Centre are operational within the Airdrie OOH base and there is an Assessment Centre within the Douglas Street Clinic. Further Assessment Centres are planned, across Lanarkshire, if and when required.
- 4.5.3. The unused wards in Udston Hospital have been brought back into use to be used for Rehabilitation patients who can be transferred out of acute beds and thereby free up ward space for COVID-19 patients.
- 4.5.4. Community hospital beds have been re-configured to facilitate isolation as necessary and in preparation for cohorting patients and staff if necessary.
- 4.5.5. Kilbryde Hospice changed its focus. All palliative and end-of-life patients who require hospice care in Lanarkshire will be directed to St Andrews Hospice and Kilbryde was ready to be used as surge capacity for Hairmyres Hospital. Plans are progressing for Kilbryde Hospice to stand down this capacity and to re-open as a residential palliative care unit.
- 4.5.6. Community Nursing teams continue to visit those patients who have been identified as care managed and those who require ongoing clinical care. The Integrated Community Support Teams (ICST) continue to provide care supporting patients in their homes to avoid hospital admission and timely discharge. This also avoids duplication of visits to households, reducing risk to staff and patients. These teams continue to work flexibly across sites and departments.
- 4.5.7. AHP staff are undergoing training (phlebotomy) out-with their usual remit to support their colleagues.
- 4.5.8. Specialist nursing services continue to support many patients in their homes. Due to the clinical requirement to monitor these patients, a small number of clinics are in place. Those patients who are identified as shielded are visited at home.
- 4.5.9. The use of “Near Me” software allows patients, families and carers to be supported during this period.
- 4.5.10. The traditional treatment room model has been suspended across the Partnership. However, those patients who require ongoing wound, nephrostomy, pic line etc. support are continuing to have their care provided in their homes. A Phlebotomy Service is also being provided to those shielded patients and those where clinical need is required.
- 4.5.11. The Health Visiting Team and Family Nurse Partnership Teams continue to support pre-school children as per Scottish Government guidance and continue to prioritise child protection and primary assessments. The extended assessment of children and support to families is currently supported using the “Near Me” software, with Universal Pathway assessments being undertaken in-line with guidance and professional judgement. Childhood immunisation delivery is unchanged.

- 4.5.12. The School Nursing Service is continuing to work prioritising Child Protection and Looked after Children, recognising that young people more than ever require support. The team are working closely with Social Work and Education colleagues.
- 4.5.13. Staff have remote access and are being encouraged to use “Near Me” software.
- 4.6. The availability of staff testing has improved rapidly. The HSCP has been working closely with SALUS to ensure that both HSCP and partner providers such as Nursing Homes and Supported Living Services can access staff testing and thereby maximise the availability of the workforce. Testing of residents in care homes has now developed a higher profile and the Partnership is working with NHSL colleagues and providers to implement current guidance in this respect.
- 4.7. Another key issue has been the challenges with the supply of Personal Protective Equipment (PPE) and the interpretations of the guidance around its use by stakeholders.
- 4.7.1. The core requirements about rigorous hand hygiene and the use of PPE such as gloves and aprons are every day for Social Care. However, the use of masks and visors are not, and these are not regular stock items.
- 4.7.2. The Council has pursued supplies vigorously and the availability has improved latterly: there is national work ongoing with Scotland Excel and an emergency supply was provided by NSS.
- 4.7.3. The HSCP was the first Partnership to set up a PPE hub as directed by government. This is established at the Newberry Rooney Day Service and is supported by staff from across the Council. This service is being extended to support supplies to Personal Assistants and unpaid carers
- 4.7.4. The most up-to-date guidance in respect of the use of PPE extended the use of PPE and introduced a risk-assessment approach for practitioners. There has been considerable discussion on this topic with the Trade Unions, to consider the emotional impact upon carers who want to ensure that they keep both service users and their own personal network safe.
- 4.8. The maintenance of effective communications is particularly important over the coming months and is challenging given the level of home working and the disruption to everyday operational functions. As noted above, the HSCP has embraced the use of video and tele-conferencing and has already developed effective arrangements to maintain regular communication throughout the workforce and sustain key forums such as COVID-19 planning, Senior Management Team, Trade Union Liaison and team meetings. The Chief Officer is collaborating with North Colleagues and NHSL to maintain a consistency of messaging to the community through the Chief Officer Blog and social media. Similarly maintaining effective communication with elected Committee Members continues to be important and is being facilitated through formal written communications such as briefings, Committee reports and through the agile-working methods already referred to.
- 4.9. The Partnership has established tele-conference forums for communicating with our Care at Home and Supported Living Framework providers and Care Home providers each week. We have also written to them to offer assurance that the Council will support them to address financial sustainability issues over the pandemic period. A

key concern for the providers is losing income and not being able to pay wages should they not be able to deliver care due to COVID-19 workforce issues. The Council has followed COSLA guidance in providing advice to Providers.

- 4.10. The Partnership has identified the need to support the Nursing Home sector both from the point of view of supporting care homes to manage any outbreak of Covid-19 but also in relation to supporting workforce issues particularly nursing cover. Approximately a third of Nursing Homes have Covid-19 positive cases. The pan-Lanarkshire Care Home Liaison Service has increased its capacity and is operating over seven days. Nursing homes have also been given access to Bank staff, via Care Home Liaison Service and on one occasion to date, have received direct nursing support from the South HSCP Community Team.
- 4.11. The Partnership has identified individuals who it supports and who are within the shielded group and has made sure partners who provide Social Care Service also know who their shielded service users are. This supports efforts to ensure that appropriate actions are taken by care teams to minimise the risk to these individuals. The Committee will want to note the positive support provided by the Council in setting up a phone support line and infrastructure for the shielded group. This work has supported Primary Care in particular and the HSCP continues to work with the Council team to co-ordinate activity. The Council has also set up services in conjunction with the Third Sector to support a broader cohort of vulnerable citizens and, in so doing, limit the risks of them requiring additional inputs from the NHS and HSCP services.
- 4.12. As noted in the sections above, there are several examples of where Council and South Lanarkshire Leisure and Culture (SLLC) staff have supported the work of the Partnership. A further example has been the SLLC staff supporting Pharmacists to manage people queuing for prescriptions.

## **5. Business Continuity and Recovery**

- 5.1. Many employees have worked tirelessly to support business continuity and establish responses. Services which would typically takes months to set up are operational within days. Overall the Partnership's workforce has demonstrated commitment and imagination in their endeavours to ensure services are delivered to the most vulnerable members of the community. Excellent support has been provided by colleagues across both the Council and Health in supporting the HSCP and those staff who are redeployed into the service.
- 5.2. Service continuity for essential services has been a key feature of the business continuity plans which have been operating over the past six to eight weeks. Work is now commencing on understanding how to move to the next phase of the process by understanding those services that should be continued in a similar format to that currently operating as well as identifying and quantifying those areas where there is further work required to re-establish services for people and the scale/model of services to be provided. This will also need to be assessed based on providing services whilst still observing key priorities, for example, 'shielded' and 'vulnerable' categories as well as maintaining 'social distancing'. Consequently, services such as Day Care will be not be able to return to the previous operating model for the foreseeable future. This will be described in a recovery paper which comes to a future Committee and there will be a corresponding Risk Register set alongside, that assesses impacts on performance as well as implementation of 'Directions'.

## **6. Employee Implications**

- 6.1. As indicated in the report, there is significant Human Resource activity taking place to support the HSCP response. There are a range of important employee welfare matters in relation to vulnerable staff groups which may also impact on service continuity particularly the issue of PPE which is essential for keeping both the workforce and service users safe. The redeployment of staff and staff working additional hours is sustaining services meantime.
- 6.2. The enhanced use of technology that has emerged during the pandemic period has demonstrated that there is an opportunity to change working practices and engagement more fundamentally. This is an opportunity the Resource intends to build on as it can both release capacity to deliver care and offer benefit to employees.
- 6.3. It is becoming increasingly clear that there will be an extended recovery and adjustment period even after the lock-down restrictions are eased. As noted in the body of the report there will be opportunity and likely necessity for a more transformational approach to service redesign to ensure that services can be targeted safely and effectively in changed circumstances.

## **7. Financial Implications**

- 7.1. There is a significant element of financial risk in respect of the response to the pandemic. Additional costs are associated with sustaining services and setting up new services to meet increased demand. The Chief Officer and the Chief Financial Officer have worked with colleagues in the North Lanarkshire HSCP and the acute sector to contribute to a pan-Lanarkshire Mobilisation Plan for the Scottish Government which sets out the estimated costs associated with the activities described above. Dialogue with the Scottish Government is ongoing in respect of the additional funding required during this period.

## **8. Climate Change, Sustainability and Environmental Implications**

- 8.1. There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.

## **9. Other Implications**

- 9.1. The Committee's Risk Registers are being updated regularly to ensure key risks, and emerging risks, are monitored and addressed effectively.
- 9.2. There are no additional risk implications associated with this report.

## **10. Equality Impact Assessment and Consultation Arrangements**

- 10.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and, therefore, no impact assessment is required.
- 10.2. There is no requirement to undertake any consultation in terms of the information contained in this report.

**Val de Souza**  
**Director, Health and Social Care**

29 April 2020

**Link(s) to Council Values/Ambitions/Objectives**

- ◆ Deliver better Health and Social Care for all
- ◆ Accountable, Effective, Efficient and Transparent

**Previous References**

- ◆ none

**List of Background Papers**

- ◆ none

**Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

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Director, Health and Social Care

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# Report

**9**

Report to:	<b>Social Work Resources Committee</b>
Date of Meeting:	<b>20 May 2020</b>
Report by:	<b>Director, Health and Social Care</b>

Subject:	<b>Transformation and Service Improvement Programme</b>
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## **1. Purpose of Report**

1.1. The purpose of the report is to: -

- ◆ provide an update of progress of the Transformation and Service Improvement Programme in relation to the following services and the impact the Coronavirus (COVID-19) has had on these services:
  - South Lanarkshire's Care Facilities Modernisation Programme
  - Adult and Older People's Day Services Review
  - Care at Home Services Improvement Programme

## **2. Recommendation(s)**

2.1. The Committee is asked to approve the following recommendation(s): -

(1) that the content of the report be noted.

## **3. Background**

- 3.1. As part of South Lanarkshire Council's commitment to improve later life for adults and older people and to meet the future needs and wishes of residents and service users, a programme of Transformation and Service Improvement is being undertaken by the Health and Social Care Partnership. This work supports the delivery of the Integrated Joint Board's (IJB) Strategic Commissioning Plan and continues to strengthen many of our community-based supports.
- 3.2. Coronavirus (COVID-19) which is a fast spreading virus that can cause more severe symptoms in people who are older or have weakened immune systems, impacted significantly on the elderly and vulnerable population of South Lanarkshire. It has also affected the business of the Health and Social Care Partnership that has had to focus on protection and continuity of care at a time of significantly reduced staff availability and slowed the progress of the Transformation Programme. The workstreams affected are the Care Facilities Modernisation Programme; the evidence-based review of Adult and Older People's Day Services; and the Care at Home Improvement Programme.
- 3.3. In summary, the Partnership has been refocusing its resources on key activities that will support the community in responding to the prevailing situation. The measures that have been put in place are designed to support core functions, ensure that services for the most vulnerable such as Care at Home and Care Homes are maintained and to work with NHS, community and acute colleagues to support patient flow, optimise access to critical health services and save lives. The Service

has stood down services which are non-essential and/or increase the risk of the infection spreading.

#### **4. Current Position**

##### **4.1. Care Facilities Programme**

4.1.1. As highlighted above the Care Homes Modernisation Programme has slowed down due to the need to concentrate capacity on core service delivery and in response to the requirements around social distancing and non-essential activity. This includes a delay in the build of the new care hub and technology enabled homes in Blantyre, postponing a consultation event in Clydesdale area and a delay in concluding the work to develop a firm proposal for the Larkhall and Stonehouse area project. It is however worth noting that whilst the work with the care facilities is limited there is still some technical design work being undertaken by Housing and Technical Resources staff involved in this programme.

4.1.2. A key task for the Partnership has been to rapidly free up space in the acute hospitals in anticipation of peaks in COVID-19 related demand for beds. This has been successfully achieved and has included:

- ◆ purchasing additional Nursing Home beds
- ◆ the two former South Lanarkshire Council care homes, McWhirter's in Larkhall and Kirkton in Blantyre have been temporarily recommissioned and staffed to support service users with lower level needs
- ◆ Health and Social Care Partnership (HSCP) staff (Nursing and Social Care) have also been operating an empty wing of Bothwell Castle care home, however this has been stood down.

4.1.3. These resources are required to deliver additional care at a point in time where the community workforce is depleted across the entire Social Care sector. McWhirter is primarily being used for people who should be at home but where there has been very limited capacity to start new Care at Home packages. Kirkton has been on standby should the numbers of referrals increase rapidly. These three units have been staffed through a combination of redeploying residential staff, day service staff and using other council employees particularly from South Lanarkshire Leisure and Culture. NHS Lanarkshire and HSCP Managers have delivered training to support these employees into a Social Care role and to undertake vital signs monitoring to support the targeting of Primary Care Services for these residents.

##### **4.2. Adult and Older People Day Service Review**

4.2.1. It has been necessary to pause the work of the Adult and Older People Day Service Review to release capacity to respond to the COVID-19 situation. Good progress was made in relation to consultation and gathering an evidence base to guide future service transformation. Initial findings have indicated a need for further examination of the extensive number of operational buildings attached to these services and to the continuation of historical transport methods. The consultation has brought to the fore a need to consider how services can be more person-centred, flexible and responsive to the changing needs of individuals. These issues will be the subject of a future report.

4.2.2. The COVID-19 contingency plan for business continuity within Adult and Older People Day Services correctly anticipated an up to 30% staff absence alongside the requirement for the traditional day service to be suspended. A significant cohort of the Day Care team are operating an alternative delivery model focussed on supporting the most vulnerable people to: remain safely within their own homes, reduce stress and distressed presentation, provide essential personal care, prevent

carer breakdown, and ultimately to avoid the need for individuals to require either Residential or Hospital Services. Thus far, this approach has been successful with no service user requiring a higher level of acute or residential placement. Demand for the alternative model of service delivery has increased as the weeks of lockdown, social distancing and shielding have progressed. From an initial service delivery of circa 550 hours in the first week, this has increased to circa 980 hours by week four. All 800+ cases are risk reviewed weekly and the Service provides a rapid response to changing need. An increase in need may be due for example to individuals becoming unwell, (including being symptomatic or COVID-19 positive) or where some of our adult population with learning disabilities have a limited understanding of the risks to their own and others' safety by not employing the national guidance on staying at home.

- 4.2.3. A further third of the Day Services care workforce are currently deployed into other parts of the Resource such as Residential Care Homes, Home Care and Care and Support Services. These staff are fully trained registered carers with the necessary skill set and experience to function well in these alternative settings
- 4.2.4. Other services currently undertaken by Day Services staff includes the provision of home from hospital or residential care transport. Day service staff are fully trained in passenger assistance methods and are therefore able to support timely discharge using fleet service vehicles whilst ensuring that shielding and social distancing is maintained. Other individuals are also supported using this service to attend urgent cancer treatment appointments.
- 4.2.5. Four centres, one in each locality have remained open as management hubs to support the work of this dispersed model of day service delivery and the associated functions which have been referred to. Administrative and management processes have been quickly developed to support the model including an electronic staff scheduling system. The learning and experience which has come from this rapid re-modelling will be taken forward into the Day Services Transformation Programme.
- 4.2.6. There is uncertainty about the time frame for relaxation of the lock down measures. Given the significant frailties and underlying health conditions of this service user group, it is likely that this may be one of the last services to be fully reinstated. Shielding and social distancing for this group is likely to last far longer than for the general population however this may be the opportune time to make changes to what the service will be after the lockdown ceases.
- 4.3. Care at Home Service
- 4.3.1. Much of the Improvement Programme for this service is also suspended as the managers have concentrated on maintaining service delivery for those with the greatest vulnerabilities when staff absence is high and there is a need to minimise the number of people in acute care awaiting a care package. Members are aware of the age profile of this workforce which includes staff considered vulnerable or indeed shielded and of the necessity of symptomatic employees not having contact with frail elderly service users. The Service has continued to deliver services to people within their own homes across all localities and have been supported by redeployed staff. Induction training has been provided to all additional staff, to ensure they have the necessary skills to carry out the duties of a Home Carer. The Care at Home Service has a mobilisation plan in place to enable the transfer of employees to cover areas critically affected by absence. This information is monitored daily and necessary notifications are provided to the Care Inspectorate.

- 4.3.2. The Care at Home team have been working closely with other services to bring in additional staff and release capacity for personal care. A very successful model has come from work with Community Resources and Education to set up a Community Meals Service. This is a model that some other Partnerships already have in place as a business as usual model. This service was rolled out in South Lanarkshire Council from the 3 April 2020 starting with East Kilbride locality and was fully operational by Easter. This involves the delivery of meals in lieu of a Home Carer being required to attend to prepare a meal. 75 staff from Education and Community Resources have stepped forward to support this initiative which will allow Home Carers to concentrate on personal care tasks. The Service proposes that the HSCP workstream of the Council's Recovery Programme considers how this initiative could be maintained within existing financial resources.
- 4.3.3. The Service has maintained communication with the Care Inspectorate about the improvement activity for the Hamilton and Rutherglen Services. The Care Inspectors have now extended the Improvement Notice for Hamilton until September 2020. The Care Inspectorate have suspended their programme of Inspection activity meantime. The post COVID-19 recovery programme will include work to fully reinstate the improvement actions for these services. In the meantime, the Service has ensured that there is appropriate management capacity in place and is working with HR to consider a programme of recruitment to the new roles agreed such as the Senior Carer posts.
- 4.4.4. Both the internal and framework providers have maintained service delivery. Open care packages have reduced by 52 from 4872 to 4820 since January and is within the normal range. There has also been some capacity to take on some new packages. There has been a need to prioritise care, remodel some care packages and take account of particular services such as day services and some respite provision not operating as before. The wider impact of family members being furloughed, working from home or being in the vulnerable/shielded categories have also cumulatively changed the nature of service delivery for some people. Along with the measures described in the previous paragraphs these factors have mitigated some of the impacts of the circumstances on service delivery.
- 4.4. Personal Protective Equipment (PPE)
- 4.4.1. Assessing risk and maintaining the safety of the workforce has been paramount. This has been carried out in line with national guidance COVID-19: Information and Guidance for Social or Community Care and Residential Settings and the National Infection Prevention and Control from Health Protection Scotland. The guidance, shared with staff, outlines the information they require to minimise the spread of the virus and maintain their own safety and that of the service users.
- 4.4.2. PPE is a priority to maintain this safety. PPE currently used by Social Care staff includes disposable gloves, disposable aprons, disposable face masks, disposable arm sleeves, anti-bacterial hand sanitiser, anti-bacterial wipes and clinical waste bags. The Service has worked closely with the Trade Unions on this matter regarding both the supply and use of PPE.
- 4.4.3. The current guidance issued on 2 April 2020 by the Scottish Government has been agreed across the four UK nations and reflects the PPE requirements by different staff across the public sector. It gives clarity on the recommended PPE when carrying out direct care within people's own homes and takes into account whether the service user is shielding or where there is a member of the household who is a possible or confirmed case of COVID-19.

- 4.4.4 South Lanarkshire was the first area to establish a distribution hub at one of the Day Services building for PPE. It has been working with NSS to ensure that the backup supplies the providers were available locally. The hub is successfully operated and supported by staff from across the Council. The supply of PPE has been a concern and the Hub team has worked strenuously to maintain the supply and ensure that it is distributed effectively and responsively to providers who contact them. The role of the hub has recently been extended to supporting PPE supply to Personal Assistants and unpaid carers.

## **5. Employee Implications**

- 5.1. As indicated in the report there are significant volumes of human resource activity taking place to support the HSCP response. There are considerable employee welfare matters in relation to both vulnerable groups and which impact on service continuity. The redeployment of staff and staff working additional hours is sustaining services meantime.
- 5.2 It is becoming increasingly clear that there is unlikely to be a return to business as before. Some of this is positive in respect of the approach to agile working and use of technology which the Resource wants to retain and build upon. However, for individuals and groups more vulnerable to the impact of COVID-19 infection a return to previous models of service delivery will be at best be many months away and ultimately may not be advisable. The programme of work to consider the recovery and adjustment period has commenced and further and likely ongoing changes to delivery models and ways of working are anticipated.

## **6. Financial Implications**

- 6.1. There is a significant element of financial risk associated with the response to the pandemic. There are costs associated with sustaining services and in terms of standing up new services to meet increased demand. The Chief Finance Officer and Chief Officer has worked with colleagues in the North and the acute sector to draw together a Pan Lanarkshire Mobilisation Plan for the Scottish Government which sets out some of the estimated costs associated with the activities described above.

## **7. Climate Change, Sustainability and Environmental Implications**

- 7.1. There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.

## **8. Other Implications**

- 8.1. At this moment the risk implications associated with this report are being monitored through a COVID-19 risk report.
- 8.2. There are no other risks associated with this report.

## **9. Equality Impact Assessment and Consultation Arrangements**

- 9.1. There is no requirement to carry out an impact assessment in terms of the proposals contained within this report.
- 9.2. There is also no requirement to undertake any consultation in terms of the information contained in this report.

**Val de Souza**  
**Director, Health and Social Care**

27 April 2020

**Link(s) to Council Values/Ambitions/Objectives**

- ◆ improve later life
- ◆ deliver better Health and Social Care for all

**Previous References**

- ◆ Social Work Committee Report
- ◆ Elected Members Briefing Report

**List of Background Papers**

- ◆ none

**Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact: -

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# Report

10

Report to:	<b>Social Work Resources Committee</b>
Date of Meeting:	<b>20 May 2020</b>
Report by:	<b>Director, Health and Social Care</b>

Subject:	<b>South Lanarkshire Public Protection Team</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ advise the Committee of current activity related to Child Protection, Adult Protection, Gender Based Violence Partnership and MAPPA in South Lanarkshire in response to COVID-19

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) to note that the Chief Officers Group (COG) Public Protection has increased oversight of public protection issues during the coronavirus pandemic;
- (2) to note that the South Lanarkshire Child Protection Committee (SLCPC) implements all recent recommendations by the Scottish Government in relation to responses to child protection during the pandemic;
- (3) to note that the SLCPC continue to meet at an increased level to ensure children and young people are safe and have their wellbeing needs met;
- (4) to note that the South Lanarkshire Adult Protection Committee (SLAPC) implements all recent recommendations by the Scottish Government in relation to responses to adult protection during the pandemic;
- (5) to note that the SLAPC continue to meet at an increased level to ensure adults and older adults are safe and have their wellbeing needs met;
- (6) to note that the Gender-Based Violence Partnership work together to respond to domestic abuse and its impact on children and families during the crisis and Multi Agency Risk Assessment Conference (MARAC) continues to operate; and
- (7) to note that MAPPA maintains its current processes and prepares for the release of short-term prisoners as part of coronavirus contingencies on 30 April 2020.

## 3. Background

3.1. The Chief Officers Group (COG) Public Protection has moved from quarterly to weekly meetings to ensure enhanced oversight of the impact and responses to the crisis by its services. Advice from the Government and NHS shapes the measures being taken. From 22 April 2020 Pan-Lanarkshire weekly meetings chaired by the South Lanarkshire Chief Executive have been taking place. From 20 May 2020 the format of the meeting will move to a Pan-Lanarkshire meeting, followed by a South Lanarkshire COG. The aim is to offer assurance and ensure a coordinated response

across Lanarkshire to the Chief Officers Group and the Chief Social Work Officer (CSWO). A COG Risk Register has been created to identify and mitigate risks as they occur. Weekly data and updates are shared in relation to adult and child protection.

#### **4. Child Protection**

- 4.1. On 31 March 2020 the Scottish Government published [Covid-19 Supplementary National Child Protection Guidance](#). Further revised on 16 April 2020 the guidance sets out a number of recommendations and expectations in its coordinated response to protecting children. It acknowledges the impact for child protection concerns occurring at a time when children will be less visible to a range of professionals who are normally engaged with them, and when services and practitioners working with children are under acute pressure. The new COVID-19 Multi-Agency Escalation Guidance (2020) has now been circulated as requested. The SLCPC have also worked with services to provide an '*Interim Coronavirus Contingency Briefing – High Risk Situations & Children at Risk of Harm*'. This is updated as required.
- 4.2. The South Lanarkshire Child Protection Committee has established a core membership who meet weekly by conference call to consider the safety and wellbeing of children and young people. It seeks assurances across services that children and young people known to services are regularly seen and supported and that investigative and protective services remain intact. For those children not known to service we acknowledged reduced opportunity to seek help in the absence of usual services. Heightened media campaigns are encouraging self-reporting and raised community awareness at local and national level is now underway.

#### **5. Adult Protection**

- 5.1. On 20 April 2020 the CSWO received draft ASP National Guidance in relation to COVID-19. Comments have been provided to the Scottish Government. Once received we will review and implement all required actions. South Lanarkshire Adult Protection Committee have also worked with services to provide '*Interim Coronavirus Contingency Briefing – High Risk Situations & Adults at Risk of Harm*'. The briefing offers advice to front line managers and practitioners about how we ensure we effectively manage high risk situations including: Adult Protection Inquiries, Adult Protection Investigations/Home Visits, and Adult Protection Case Conferences during this time.
- 5.2. The Scottish Government has made amendments to [Adults with Incapacity Guidance](#) to reflect the current pandemic. It reflects the requirements of the Coronavirus (Scotland) Act 2020 and removes the requirement of the local authority to take into account the past and present wishes of the adult, and the views of any interested party when taking any steps to help an adult lacking capacity benefit from a community care service. [Covid-19 Changes to Social Care Assessments \(2020\)](#) Sections 16 and 17 of the 2020 Act allows for an easing of social care assessment duties in relation to adult social care, carer support and children's services. They allow local authorities to dispense with particular assessment duties where complying would not be practical or would cause unnecessary delay in providing support to any person. All changes have been made at local level.
- 5.3. The South Lanarkshire Adult Protection Committee has established a core membership who meet regularly by conference call to consider the safety and wellbeing of adults and older people. It seeks assurances across services that adults and older people at risk of harm known to services are regularly seen and



supported and that investigative and protective services remain intact. For those adults not known to service we acknowledged reduced opportunity to seek help in the absence of usual services. Heightened media campaigns are encouraging self-reporting and raised community awareness at local and national level is being taken forward.

## **6. Gender Based Violence**

6.1. It has been widely recognised at a national level that the current restrictions in place as a result of the lockdown mean increased opportunity for perpetrators to carry-out domestic abuse, with decreased opportunity for victim/survivors to access help and support. The Scottish Government have relaunched a national social media campaign which is being supported by the South Lanarkshire Gender-Based Violence Partnership.

6.2. As a result of the Covid-19 crisis a multi-agency meeting took place on 23 April 2020 with key stakeholders in order to gain an oversight of the current picture in South Lanarkshire. There has been a noted increase, of around 14%, in reports to Police of a domestic abuse nature, however referrals to support services and to the Multi Agency Risk Assessment Conference (MARAC) remain unaltered at present. Police report there have been spikes where, compared with the same time period last year, domestic incidents have increased by up to 40%. Support services such as Women's Aid, Rape Crisis and Assist continue to work to support victim/survivors, albeit with some alterations to the way in which they provide their service in some areas. MARAC continues to run remotely via conference call, and it is intended that this will continue throughout the period of restrictions. There is a decrease in numbers of women seeking refuge. In the last four weeks Social Work Resources report a three-fold increase in the amount of domestic abuse referrals being received involving children compared to the four weeks prior to lockdown. Due process has been followed and appropriate supports have been put in place.

6.3. GBVP have issued national and local guidance and support to partner organisations and have issued guidance to front line health and social care workers who would not normally come into contact with domestic abuse and may not have had any training. This guidance has provided advice on recognising the signs of abuse, how best to support victim/survivors and what and how support services can be accessed. Gender-Based Violence e-learning courses continue to be available on SLC intranet. An increase in domestic incidents in relation to child contact is being monitored by services.

## **7. MAPPA**

7.1. Resources remain unaltered. Staff still have access to the relevant information pertaining to offenders and this is shared electronically wherever possible. From the outset of the lockdown a contingency plan has been in operation that accounted for no face-to-face meetings but still allowed information to be shared and 'virtual' meetings to be conducted using secure platform.

7.2. Referral rates at each Level in MAPPA remain consistent meantime. This is partly due to prison releases being dependent upon prisoners 'earliest date of liberation' and therefore unaltered by the coronavirus. The slowing down of daily judicial/court business will, in time, slow the number of new cases being prosecuted, sentenced and convicted which will result in a slowing of the growth of new MAPPA offenders.

7.3. Recently announced changes to the release of short-term prisoners with effect from 30 April 2020 at a national level will increase the number of offenders being liberated into the community and therefore have an impact on all the partner agencies, including MAPPA itself. Early indications suggest that across South Lanarkshire this could be approx. 28 prisoners being liberated during the first 4 weeks with any additional releases dependent upon further direction by the Scottish Government. This situation is being monitored closely for any adverse impact on the responsible authorities and will be reported/addressed accordingly.

## **8. Employee Implications**

8.1. There are no employee implications associated with this report.

## **9. Financial Implications**

9.1. The Public Protection Team (Child, Adult, GBV & MAPPA) anticipate any costs will be met within current budgets.

## **10. Climate Change, Sustainability and Environmental Implications**

10.1. There are no climate change, sustainability or environmental implications associated with this report.

## **11. Other Implications**

11.1. There are no additional risk implications associated with this report.

11.2. There are no other issues associated with this report.

## **12. Equality Impact Assessment and Consultation Arrangements**

12.1. Arrangements are considered in terms of relevance for the activities described by the public protection team.

**Val de Souza**  
**Director, Health and Social Care**

29 April 2020

## **Link(s) to Council Values/Ambitions/Objectives**

- Protect vulnerable children, young people and adults

## **Previous References**

- none

## **List of Background Papers**

- none

## **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

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# **Report**

**11**

Report to:	<b>Social Work Resources Committee</b>
Date of Meeting:	<b>20 May 2020</b>
Report by:	<b>Director, Health and Social Care</b>

Subject:	<b>Notification of Contracts Awarded</b>
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## **1. Purpose of Report**

1.1. The purpose of the report is to:-

- ◆ provide notification to the Committee, in line with Standing Orders on Contracts, of Contracts awarded by Social Work Resources during the period 1 October 2019 to 31 March 2020

## **2. Recommendation(s)**

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the details of the Contracts awarded be noted.

## **3. Background**

3.1. It is a requirement of clauses 21.8 and 22.5 of the Standing Orders on Contracts that details of the acceptance of all tenders above £50,000 be reported retrospectively to the relevant Committee for noting, other than those under clause 21.3 where the award is not the lowest in a price only tender, or costs exceed the approved financial provision. In these instances, a report is submitted to the appropriate Committee and subsequent authority to award is granted by that Committee.

## **4. Contract Awards**

4.1. Contracts awarded for the period 1 October 2019 to 31 March 2020, on the basis of lowest offer and/or most economically advantageous offer submitted, are detailed in Appendix 1.

## **5. Employee Implications**

5.1. Contract management, including performance appraisal, will be undertaken by both Social Work Resources and the Procurement Service.

## **6. Financial Implications**

6.1. Appropriate budgetary provision is available for each of the Contracts awarded.

## **7. Climate Change, Sustainability and Environmental Implications**

7.1. There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.

## **8. Other Implications**

8.1. There are no additional risk implications associated with this report.

8.2. There are no other issues associated with this report.

## **9. Equality Impact Assessment and Consultation Arrangements**

9.1. This report does not introduce a new policy, function or strategy nor recommend a change to an existing policy, function or strategy and therefore, no impact assessment is required.

9.2. There is also no requirement to undertake any consultation in terms of the information contained in this report.

**Val de Souza**

**Director, Health and Social Care**

20 April 2020

## **Link(s) to Council Values/Ambitions/Objectives**

♦ Accountable, Effective, Efficient and Transparent

## **Previous References**

None

## **List of Background Papers**

♦ standing orders on contracts

## **Contact for Further Information**

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## Social Work Resources

Contracts Awarded by Social Work Resources over £50,000 in value (or awarded under Standing Order 9).

<b>Name of Successful Tenderer / Provider</b>	<b>Value of Contract Awarded</b>	<b>Date of Award</b>	<b>Brief Description (include period of contract)</b>
SLC/PS/SW/19/029 Enable	£33,264	24 February 2020	Negotiated award for Care at Home Services in East Kilbride under Standing Order 9.3.2 Duration: 24/02/2020-17/05/2020.
SLC/PS/SW/19/003 Lanarkshire Carers Centre	£1,649,850	25 February 2020	Tender award for Adult Carers Support Service. Duration 01/04/2020 – 31/03/2023.
SLC/PS/SW/19/003 Action for Children Services Ltd	£599,921	25 February 2020	Tender award for Young Carers Support Service. Duration 01/04/2020 – 31/03/2023.
Care Solutions 121 Care at Home All New Beginnings Bedtime Angels Care 1 Professional Services Ltd Eleanor Nursing and Social Care Enhanced Living Support Services Hands-4-Care Services Home Instead I Care Group Ion Care JKL Services Ltd Love@Care Mochridhe Rutherglen Community Carers Scottish Nursing Guild Constance Care GMD Community Services Keane Premier Care Hazelhead Homecare Mears Care HRM Homecare Bluebird Care Allied Healthcare Blackwood Care Cosgrove Care Crossroads	£1,174,500	2 March 2020	Negotiated award for Care at Home Services Hamilton and Rutherglen under Standing Order 9.3.2, to support the Voluntary Moratorium. Duration: 02/03/2020-30/09/2020.

<b>Name of Successful Tenderer / Provider</b>	<b>Value of Contract Awarded</b>	<b>Date of Award</b>	<b>Brief Description (include period of contract)</b>
Key Community Supports Real Care Agency SRS Care Solutions The Richmond Fellowship Enable Scotland			
SLC/PS/SW/16/015 Allied Healthcare Blackwood Care Bluebird C Change Community Care Choice Constance Care Cosgrove Care Craegmoor Cross Reach CrossRoads Enable Scotland GMD Community Services Hazelhead HRM Homecare Services Keane Premier Support Key Community Support Mears Care Real Care Agency SRS Care Solutions The Richmond Fellowship	£17,546,421	16 March 2020	Care at Home and Housing Support Contract extension April 2020 to March 2021