

**EAST AYRSHIRE COUNCIL**

**SOCIAL WORK INSPECTION UNIT ADVISORY COMMITTEE OF THE SOCIAL  
WORK COMMITTEE**

**MINUTES OF MEETING HELD ON FRIDAY 2 MARCH 2001 AT 1415 HOURS IN  
THE COUNCIL CHAMBERS, LUGAR**

**PRESENT:** Lindsay Stirrat, Winnie Campbell, Maureen Morris, Archie Henderson, George Knutman, Peter Neilly.

**ATTENDING:** John Mulgrew, Director of Educational and Social Services; Stephen Moore, Head of Social Work; Bill Duncan, Head of Inspection, Registration and Complaints Unit; and Melanie Macleod, Administrative Officer.

**APOLOGIES:** Councillors Jane Darnbrough, John Weir and David Macrae; and Maria Brady and Mamie Quinn.

**CHAIR:** In the absence of the Interim Chair, Lindsay Stirrat was unanimously appointed to chair the meeting.

**CHAIR'S REMARKS**

1. The Chair reported and it was noted that a letter of resignation had been received from Norah McCabe.

**MINUTES OF PREVIOUS MEETING**

2. There was submitted for information and noted the Minutes of the Social Work Inspection Unit Advisory Committee of the Social Work Committee of 11 February 2000 (circulated).

**2.1 MATTER ARISING**

**2.1.1 Declaration of Interest**

It was agreed to note that, under 7.8 of the Minute, Archie Henderson and not George Knutman, declared an interest in the item of business.

**REGULATION OF CARE PROJECT**

**3.1 CARE FORWARD UPDATE**

There was submitted and noted an information news sheet dated February 2001 on the Regulation of Care Project website (circulated).

**3.2 STAFFING AND ACCOMMODATION AND THE REGULATION OF CARE**

There was submitted and noted a letter dated 24 January 2001 (circulated) from the Scottish Executive Regulation of Care Project which provided details on staffing, accommodation and the regulation of care.

## **DRAFT NATIONAL CARE STANDARDS**

### **4.1 CONSULTATION PAPER JUNE 2000: MODERNISING SOCIAL WORK SERVICES IN SCOTLAND**

There was submitted a copy of the Consultation Paper (circulated) for discussion.

It was agreed:-

- (i) to commend the local inspection team on their efforts to ensure that units were prepared for the introduction of the new standards; and
- (ii) otherwise to note the content of the Consultation Paper.

### **4.2 NATIONAL CARE STANDARDS COMMITTEE WEB PAGE**

There were submitted and noted samples of web pages (circulated).

### **MEETING OF REPRESENTATIVES OF SCOTTISH SOCIAL WORK ADVISORY PANELS/COMMITTEES**

### **5. There was submitted a Minute of meeting held at Tom Johnstone House, Kirkintilloch, on Tuesday 12 December 2000 (circulated).**

It was agreed:-

- (i) to note that a Working Group had been established to lobby for the retention of Local Advisory Panels/Committees;
- (ii) to recommend to the Social Work Committee that Peter Neilly represent the Advisory Committee on the Working Group; and
- (iii) otherwise to note the content of the Minute.

## **INSPECTION REPORTS**

### **6. There were submitted various reports (circulated) by the Director of Social Work as detailed in respect of inspections undertaken at the undernoted premises.**

**6.1 Affleck House, Auchinleck** – Inspections dated 13 March and 15 November 2000.

**6.2 Bute House, Cumnock** – Inspection dated 26 September 2000.

**6.3 Cessnock Gardens, Hurlford** – Inspection dated 26 October 2000.

**6.4 Dean House, Kilmarnock** – Inspections dated 9 and 15 March and 28 November 2000.

**6.5 Doonbank House, Patna** – Inspection dated 2 November 2000.

**6.6 Dunselma, Fenwick** – Inspections dated 2 March and 7 September 2000.

**6.7 The Elms, Crosshouse** – Inspection dated 31 October 2000.

**6.8 The Flush, Stewarton** – Inspections dated 28 October 1999 and 5 September 2000.

**6.9 Glebe House, Dalmellington** - Inspection dated 22 August 2000.

**6.10 Hallhouse, Fenwick** - Inspections dated 9 February and 3 October 2000.

**6.11 Howard House, Kilmarnock** - Inspections dated 20 March and 13 September 2000.

**6.12 Hurlford Enable** - Inspection dated 7 November 2000.

- 6.13 **Kerrmuir Hostel, Hurlford** - Inspection dated 2 November 1999.
- 6.14 **Key Housing, Kilmarnock** - Inspection dated 17 February 2000.
- 6.15 **Kirklea, Kilmarnock** - Inspection dated 9 November 2000.
- 6.16 **Knoweview, Dalmellington** - Inspection dated 17 August 2000.
- 6.17 **Nazareth House, Kilmarnock**- Inspections dated 11 February and 14 November 2000.
- 6.18 **Nightingale House, Auchinleck** - Inspections dated September/October 1999 and 19 December 2000.
- 6.19 **Rosebank, Kilmarnock** - Inspections dated 6 March 21 November 2000.
- 6.20 **Ross Court, Galston** - Inspections dated 16 March and 23 November 2000.
- 6.21 **Springhill House, Kilmarnock** - Inspections dated 27 October 1999 and 5 October 2000.
- 6.22 **Thorntoun, Crosshouse** - Inspection dated 31 August 2000.
- 6.23 **Torrance Lodge, Kilmarnock** - Inspections dated 1 June 1999 and 23 March 2000.
- 6.24 **West Park, Galston** - Inspection dated 19 October 1999, 30 March and 24 August 2000.
- 6.25 **Woodside House, Mauchline** - Inspections dated 4 November 1999 and 17 October 2000.

### **Declaration of Interest**

In respect of items 6.6 and 6.25 above, Archie Henderson and Maureen Morris respectively declared an interest.

It was agreed to note the Advisory Committee's general concerns relating to the following:-

- length of time taken by units to undertake necessary repairs and refurbishment;
- the continuing problem of ensuring that water and radiator temperatures within units were acceptable;
- the ongoing issue in some units of ensuring that suitable procedures were in place for dispensing medication to residents;
- the importance of ensuring that adequate training for staff members is carried out by units; and
- the practice in some units of maintaining a central account for residents' money.

### **ANY OTHER COMPETENT BUSINESS**

#### **7.1 FUTURE MEETINGS OF THE ADVISORY COMMITTEE**

Consideration was given to the setting of timescales for future meetings of the Advisory Committee.

It was agreed:-

- (i) that, where possible, three meetings of the Advisory Committee be held in each calendar year; and

- (ii) that, subject to the Council's calendar of meetings, arrangements be made for two further Advisory Committee meetings in the current calendar year, to take place in June and November 2001.

## **7.2 LAYOUT OF INSPECTION REPORTS**

Consideration was given to ways in which inspection reports could be made more user-friendly, particularly in instances where the Advisory Committee was asked to consider more than one report relating to the same unit.

It was agreed:-

- (i) that, for ease of reference, the Head of Inspection, Registration and Complaints arrange for the report summary to appear at the start of the document; and
- (ii) that consideration be given by the Head of Inspection, Registration and Complaints to any other improvements which might be made to reports.

## **7.3 GOOD PRACTICE**

Consideration was given to the possibility of encouraging the development of a "Good Practice" conference for the benefit of unit managers within East Ayrshire.

It was agreed that further consideration of this matter be given at the next meeting of the Advisory Committee.

The meeting terminated at 1605 hours.